



**REPORT OF THE SPECIAL LEGISLATIVE
COMMISSION TO STUDY
AN ENHANCED ROLE FOR
PROBATION AND PAROLE**

**Representative William J. Murphy, Chairman
District 39**

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I. EXECUTIVE SUMMARY

A. Reinventing Probation

The effectiveness of offender supervision has been hurt by staffing levels and operating expenses not keeping pace with increases in the offender population, particularly in Adult Probation and Parole. During the past two decades, the number of adult offenders has mushroomed from 6,690 to 26,000 while the number of Probation Officers has increased only minimally. The average caseload size in the Department of Corrections is 300 offenders under active supervision per Probation Officer, one of the highest ratios in the country. Approximately 12,000 offenders in Rhode Island are assigned to a minimum supervision unit.

High caseloads have led the staff to become office-bound: most supervision occurs from behind a desk instead of in the community. By necessity, tasks are concentrated on tracking paperwork, covering court, and responding to crises. Furthermore, except in a few specialized caseloads, Adult Probation and Parole has not tied supervision to assessment of risk. Until recently, the lack of a formalized training program for Probation and Parole staff left Officers to learn on the job, guided by various interpretations of standard operating procedures.

Despite limited resources, Adult Probation and Parole has begun to bring its operations closer into line with professional standards. The Department of Corrections has established a pilot unit that is implementing a widely recognized risk assessment instrument -- the Level of Service Inventory -- so that supervision can be tied to objective evaluation of risk. The Sex Offender Unit and the Domestic Violence Unit are demonstrating the value of specialized and intensive supervision with high-risk offenders; both units currently only cover parts of the state. Adult Probation and Juvenile Probation have teamed up with the Providence Police Department to establish Project Safe Streets, a pilot program that targets gang members and serious youthful offenders.

These endeavors illustrate better ways to supervise offenders and respond to community concerns for safety, and they create a model for how probation and parole should be managed throughout Rhode Island. Nationally, other jurisdictions have moved in the same directions:

- Locating Probation Officers in community settings;
- Expanding availability to evening and weekend hours to enhance accessibility to offenders and members of the community;
- Adjusting the level of supervision for each offender based upon risk to the community;
- Tailoring conditions of probation to the offender;
- Enforcing conditions of probation and parole effectively;
- Responding rapidly and appropriately to violations of the terms of release;

- Ensuring that offenders -- as well as the probation and parole system -- are accountable to the public;
- Working collaboratively with law enforcement, community organizations, victim representatives, and service providers.

Nationwide, most adult probation caseloads average less than 150 cases, with only isolated county or municipal systems showing an average over 300. Juvenile probation caseloads are generally well under 50. While caseload size alone is not enough to ensure quality supervision, community safety is compromised when each Rhode Island Probation Officer is responsible for overseeing 300 criminal offenders.

Additionally, the Commission examined the roles and responsibilities of adult and juvenile probation and parole officers relative to other elements of the criminal justice system. For example:

- The courts were consulted as to their expectations of probation and parole, specifically with respect to existing limitations in establishing individualized conditions at the time of sentencing and streamlining enforcement and prosecution of violations of probation;
- The disposition of warrants was addressed with the Department of Attorney General;
- The need to enhance the statutory underpinnings of Adult Probation and Parole led to a legislative proposal to update the responsibilities of the Department of Corrections and to indicate the commitment to a community justice approach;
- The issue of peace officer designation or other authorization to effectuate arrest by certain identified and specially trained Probation and Parole Officers received considerable attention;
- Other types of training and the incorporation of various forms of technology supports were also recognized as basic necessities.

B. Rhode Island Department of Corrections **Proposal to Enhance Adult Probation and Parole -- Summary**

While the Commission has endorsed a comprehensive plan that would enable Adult Probation and Parole to meet its public safety mission more effectively, Commission members are mindful that modest growth is more feasible in the current economic and political climate. For the coming fiscal year, therefore, the Commission urges adoption of the first phase of enhancement. The first phase includes expansion of the sex offender unit statewide and implementation of community based probation in Providence (Attachment A).

The DOC's comprehensive plan to enhance Adult Probation and Parole would locate staff in neighborhoods throughout the state; target areas with high concentrations of criminal activity and high risk; use staff familiar with the local scene, work varied hours and days to maximize availability to members of the

public and to offenders; and seek input from victims and family members to help provide for their safety, respond to their needs and increase information relating to offender conduct. Supervision should be based on a standardized assessment of likely risk to the community; keep offenders accountable through close monitoring and appropriate services; and respond rapidly to infractions. The levels include intensive supervision for offenders who pose the highest immediate risk to community safety; with gradually larger caseload sizes for offenders assessed as high, medium (standard) or low risk. The department would enhance its monitoring functions for non-supervised categories of offenders.

If the State were to move to national average caseloads, it would require an estimate of 157 additional Probation Officers to handle caseloads, 144 new non-caseload positions, development of new office space for all added staff, and operational expenses, training, technical services and computer equipment. The total projected additional cost to achieve this goal statewide would be almost \$28 million over a five-year period of time. This plan is included as an attachment to this report (Attachment B).

C. The Department of Children, Youth and Families **Proposal to Enhance Juvenile Probation -- Summary**

DCYF proposes a similar community based model for the juvenile justice system. The department's report notes that crime is reduced through holding offenders accountable to victims and to the community; developing interventions that provide restorative justice; and teaching offenders social, emotional, academic and occupational competencies. Interventions must include a balance of treatment and control proximate to the youth's community.

The number of juvenile offenders has remained fairly stable, even decreasing somewhat in recent years. Caseload averages are somewhat high: 41 in juvenile probation and 47 in parole. Juvenile caseload target levels are 30 in probation and 35 in parole. There is a Safe Streets project leading the way in demonstrating the value of intensive targeted supervision (caseload average of 17) in the juvenile system.

The primary focus of continued improvement in the juvenile justice system is enhancement of community partnerships and linkages. Essential elements in working with juvenile offenders include involvement of family, service providers, community placements, police and probation. DCYF is looking to implement Safe Streets in all the major urban areas; expand use of Temporary Community Placement status as a means of transitioning youths from the Training School back into the community; develop day reporting centers in core areas of the state; and build upon collaboration with police departments, juvenile hearing boards, and juvenile courts.

DCYF proposes a modest increase of 9 total staff over five (5) years, at an approximate cost of \$711,435. Other equipment and program expansion costs over a period of five (5) years would add \$483,710, for a total of \$1,195,145.

II. INTRODUCTION

A. Background Issues

The adult and juvenile probation and parole system in Rhode Island is intended to reduce the incidence and impact of crime in the community. This outcome is accomplished through supervision and monitoring of adult and juvenile offenders; restitution and responsiveness to victims; rehabilitative services to enable offenders to become productive and law-abiding; and rapid intervention in the event of non-compliance.

In reality, both the adult and juvenile probation and parole agencies in Rhode Island have become severely overburdened through the years by increasing numbers of offenders and the complexity of contributing social problems. Public safety concerns regarding crime and violence during recent decades, as well as federal court oversight of the prison systems, have focused resources on incarcerated populations. Unfortunately, the segments of the criminal justice system that oversee offenders in the community -- probation and parole -- have not grown to match the increase in the offender population. The system lacks the staff, organizational flexibility, community based focus and resources essential to fulfilling the mission of public safety.

For example, the Department of Corrections is responsible for approximately 3,300 incarcerated inmates. At the same time, close to 26,000 adults are residing in communities throughout Rhode Island on probation and parole; only 70 Probation and Parole Officers are available to supervise these offenders. As Chief Judge Albert DeRobbio informed the Commission, the District Court is dealing with approximately 20,000 to 30,000 cases per year. As many as 50% of these offenders are repeat offenders within District Court.

In the Department of Children, Youth and Families, there is a need to expand community services and support systems in order to intervene effectively with young offenders. In the Department for Children, Youth and Families during 2001 there was an average of 200 juveniles detained at the Rhode Island Training School and approximately 1,500 youth who were being supervised in the community or in residential facilities by the Division of Juvenile Probation and Parole. Only 40 Juvenile Probation and Parole Officers are available to supervise and service this high-risk young offender population. There is a need to expand community services and support systems in order to intervene effectively with young offenders.

These issues are not unique to our state. In the United States, there are over four and one-half million offenders on probation or parole, up from 3.2 million offenders one decade ago. Every jurisdiction has been faced with the need to rethink its supervision system. Rhode Island is not alone in recognizing that the time has come to "rethink" probation and parole: infusion of additional resources is

essential, but at least as important is the need to restructure how the job gets done.

In 1999, Attorney General Sheldon Whitehouse identified as one of the major priorities of his administration the prevention of crimes in our communities, and concluded that enhancing the role of Probation and Parole Officers would be one of the key elements in this endeavor. The Department of Attorney General conducted extensive research on probation in Rhode Island and throughout the United States. The result of this research clearly indicates that individuals who are already on probation are committing a significant proportion of the crime. Other jurisdictions have developed programs designed to address crime by probationers. For example, Boston's "Operation Nightlight" teams police officers and probation officers in an effective project that has contributed to a drop in Boston's violent crime rate through targeting gang violence. Rhode Island has initiated a similar program on a pilot basis: Project Safe Streets, initially recommended in an Urban Strategy Report authored to RIPEC by Sheldon Whitehouse when he was United States Attorney, involves both juvenile and adult probation in partnership with the Providence Police Department. However, major changes in the ability of probation and parole in Rhode Island to operate more effectively requires a systematic examination of its functions, roles and resources.

For this purpose, Attorney General Whitehouse undertook the initiative to create a special study commission. Both the Director of Corrections and the Director of the Department of Children, Youth and Families have given this initiative their full support. By joint resolution of the General Assembly in 2000, the Special Legislative Commission to Study an Enhanced Role for Probation and Parole was created.

B. Commission Charge and Process

The joint resolution creating the Special Legislative Commission to Study an Enhanced Role for Probation and Parole identified that its purpose "shall be to study an enhanced role for the Probation and Parole Department and to establish new working relationships with traditional law enforcement agencies." The Commission was charged with reporting back to the General Assembly with its findings and recommendations.

The Commission consists of thirteen (13) members, as follows: three (3) members from the House of Representatives; three (3) members from the Senate; the Attorney General; the Director of the Department of Corrections; the President of the RI Police Chiefs' Association; the Superintendent of the RI State Police; the Director of the Department of Children, Youth and Families; the Chief Justice of the Supreme Court; and the President of the Rhode Island Probation and Parole Association. Each identified member was empowered to name a designee to participate.

The Commission met eleven (11) times over a time period from October 2000 to May 2001. At its first meeting, Commission members identified seven (7) topics on which to focus:

TOPIC 1. To develop models, goals and ideas for enhancing the role of Probation Officers on the street and in the community, with particular reference to its Safe Streets program.

TOPIC 2. To evaluate the terms and conditions of employment and powers of Probation and Parole Officers, including specific reference to non-standard hours, other labor and employment issues, and appropriate powers of arrest.

TOPIC 3. To review the establishment and enforcement of conditions of probation, with specific reference to the role of the Attorney General in making probation recommendations, and enforcement by the court when violators are presented (mandatory counseling, drug testing and so forth of probationers would fall in this category).

TOPIC 4. To conduct a discussion of appropriate caseloads and creation of specialized types and levels of probation, with the suggestion that in addition to the specialized units now operating (Domestic Violence, Sex Offenders, Safe Streets) all probationers and parolees be divided into three categories -- secure, standard and unsupervised, and that caseloads be reconsidered in light of different levels of probation supervision.

TOPIC 5. To identify possible funding sources and other resources available to support the probation and parole function.

TOPIC 6. To provide training for probation and parole officers.

TOPIC 7. To research and identify technology and technical advancements that would facilitate better parole and probation supervision.

LEGISLATION. As part of its consideration of the seven (7) identified topics, the Commission also formulated a package of proposed legislation that would assist in redefining the mission of adult probation and parole and its obligations to the public.

In addition, two (2) Subcommittees made progress reports and recommendations to the Commission at each of its meetings. (A list of the subcommittees and its members is found in the attachments). Department of Corrections Director Ashbel T. Wall II presented a comprehensive community safety proposal for bringing Adult Probation and Parole into line with national standards. Assistant Director Warren Hurlbut of the Department of Children, Youth and Families presented a plan to enhance community services and linkages for Juvenile Probation. Other representatives of DOC and DCYF were available to provide information and consultation as needed. Presentations were made by Presiding Justice Joseph F.

Rodgers, Jr. of the Superior Court; Chief Judge Albert DeRobbio of the District Court; Dr. Bernard Lafayette of the University of Rhode Island; Clifford Montiero, President of the RI NAACP; Pastor Virgil Wood, Minister at the Pond Street Baptist Church; and representatives of various community agencies.

III. FINDINGS AND RECOMMENDATIONS

A. Summary of Findings and Recommendations

The Commission has endorsed the comprehensive plans presented by the Department of Corrections and the Department of Children, Youth and Families for enhancement of their respective probation and parole services. The plans (summarized below and included in full as attachments) focus on the directions in which each department is committed to move as part of making supervision of offenders in the community more meaningful and effective. Each of the seven (7) identified focus topics are addressed in some fashion in both plans. In addition to the comprehensive proposals, the Legislative Commission makes the following recommendations:

Arrest Powers. All members of the Commission expressed an interest in empowering Probation and Parole Officers in certain specialized settings and under limited circumstances, to arrest violators, absconders, and/or other offenders. The legislation drafted by the Commission includes a provision authorizing arrest powers for Adult Probation Officers subject to the rules and regulations promulgated by the Director of the Department of Corrections. [Topics 1 and 2.]

Conditions of Probation. The Commission recommends modifications to the Conditions of Probation in use by Adult Probation and Parole. Among such changes is authority to implement such conditions of probation as necessary to effectuate the sentence of the court, subject to approval by the court. [Topic 3.]

Felony Warrants. It is recommended that Adult Probation present violations directly to the court and request warrants as appropriate, rather than go through the Department of Attorney General. This would help to expedite processing and execution of warrants. [Topic 3.]

Resources. The Commission has endorsed the comprehensive proposals for probation and parole in the Department of Corrections and Department of Children, Youth and Families. Given the economic climate and public caution, the proposals can be implemented in stages and change can be achieved in manageable increments. [Topics 4 and 5.]

Training. The Commission recommends that both departments expand standardized training practices for all staff to incorporate training for new employees, on-going staff development, specialized supervision issues, safety issues, case management, collaboration with law enforcement and community based agencies and the use of technology. [Topic 6.]

Technology. The Commission recognizes that probation and parole will need to incorporate developments in computerization, offender tracking systems,

electronic monitoring, substance abuse testing, risk assessment, safety tools, and other areas. Identification of suitable equipment, training needs, and implementation plans will require additional study. [Topic 7.]

Legislation. The Commission has endorsed a legislative proposal that would update and codify the commitment of the Department of Corrections to probation and parole as part of a comprehensive community corrections approach, identify the goals of offender assessment and supervision based on risk, and further define the priority on public safety. In addition, the Commission recommends a statutory amendment to require counseling for sex offenders. [Legislation.]

B. Focus Topics:

Topic 1: Models, goals and ideas for enhancing the role of Probation Officers on the street and in the community, with particular reference to its Safe Streets Program.

Problems: The effectiveness of offender supervision has been weakened by high caseloads. This component of the criminal justice system has not been able to meet the basic standards of the Department of Corrections in regard to public safety, offender accountability, and rehabilitation. There is a need to expand upon the community support and service system for juvenile offenders.

Issues: An overriding issue for Adult Probation and Parole is the need for resources in order to fulfill the Department's mission of public safety.

Issues raised included:

- Should Adult Probation and Parole be located in neighborhood sites where there is a high concentration of criminal activity? Similar to the community policing and prosecution concepts, Probation Officers would become familiar with the community, available resources and would make themselves visible. Discussion occurred concerning schedule by in which community- based supervision would be conducted outside of the traditional 8:30 am – 4:00 pm Monday through Friday workday.
- Establishment of levels of risk, levels of supervision and contact standards. As a result of high caseloads, Adult Probation and Parole has not been able to fully implement levels of supervision. Discussion ensued concerning use of a validated risk/needs assessment instrument and building upon current use of the Level of Service Inventory.
- Adult Probation and Parole has implemented specialized units covering the following areas: Domestic Violence, Sex Offender and Safe Streets Providence. There was discussion about the need to expand these programs in both current service delivery areas and statewide.

- Within Juvenile Probation and Parole, discussion focused on community support and outreach of services in areas such as Safe Streets, Day Reporting Centers, Juvenile Hearing Boards, Drug Court and Truancy Courts

Recommendations:

Recommendation of enhancements to Adult Probation and Parole for Fiscal Year 2003 (Attachment A)

The Commission urges the adoption of a first phase of enhancement, summarized as follows and included in full as Attachment A:

- Expansion of Sex Offender Unit Statewide.
- Implementation of Community Based Probation in Providence.

This proposal would entail additional staffing of fourteen (14) Probation Counselors, two (2) Supervisors and two (2) Clerical staff. Personnel cost, office space and operating expenses would total approximately \$504,737 for the last quarter of FY 2003.

Recommendation of Implementation of Five-Year Plan to Enhance the Role Of Adult Probation and Parole (Attachment B).

In order to meet the Department of Corrections' mission to provide for public safety, offender accountability and rehabilitation recommendations include the following changes in the operation of Adult Probation and Parole:

- a) Adult Probation and Parole should be located in neighborhood sites throughout the state where there is a high concentration of criminal activity. Office hours should include evenings and weekends.
- b) Adult Probation and Parole should institute graduated levels of supervision and graduated sanctions based upon risk of harm to the community. Level of supervision would be determined through utilization of a validated risk/ needs assessment instrument. The Department of Corrections proposes building upon the current utilization of the "Level of Service Inventory – Revised," which the Department has in place on a pilot basis in Providence Superior Court.
- c) Adult Probation and Parole would build upon the established Specialized Units that are currently operational, including Safe Streets Providence, the Sex Offender Unit and the Domestic Violence Unit. The Five Year Plan proposes that these units be expanded statewide.

- d) Implementation of targeted and risk-based supervision requires caseloads of a manageable size. Funding of the proposed Five-Year Plan would decrease the average caseload from 1:300 to 1:67 in Adult Probation and Parole, which is in line with practices nationwide.
- e) Increases in non-caseload staff will also be necessary in areas such as clerical, Probation and Parole Aides, administrative staff/supervisors, and Probation Officers. Staffing at this level is necessary to provide support services, court coverage, interstate compact and providing risk assessment to offenders so that probation officers are free to provide community-based supervision. The five-year plan calls for approximately 144 additional support staff.
- f) Sufficient array of treatment and control models available to develop competency and character to help offenders become responsible and productive members of society.

Recommendation of Implementation of Plan to Strengthen Juvenile Probation and Parole (Attachment C)

The Commission recognized the serious needs in juvenile probation. However, the Commission did recognize that there are lower caseloads and enhanced outreach within the community as compared to Adult Probation.

Juvenile Probation and Parole's core values are as follows:

- All members of the community are entitled to protection from juvenile offenders,
- Juvenile offenders are more likely to become law abiding citizens when proven interventions are provided,
- Interventions must include a balance of treatment and control proximate to the youth's community.

The plan presented by Department for Children, Youth and Families recommends enhancements in the following areas: 1) Administration and Management, 2) Community Supervision, Community Service and Support, 3) Staff Recruitment and Retention, 4) Partnerships and Linkages.

Administrative enhancements include establishment of a curriculum for staff training and development, enhancing services for young women offenders and implementation of a continuous quality improvement process within Juvenile Probation and Parole.

In order to create a community-based supervision program, there will be a need to establish contact standards, validation of the current risk assessment tool and the development of case profiles. The plan also calls for a review of the assignment process of offenders to a Probation caseload.

There is a need to expand the community support and service system in the areas of outreach and tracking. The expansion of services would be in the areas of gang intervention, mentoring, substance abuse, sex offenders, employment, family support and mental health counseling.

An essential component of this plan is the expansion of partnerships and linkages that DCYF has established in the community. This plan calls for increasing information sharing with the police, expansion of Safe Streets, expansion of Day Reporting Centers and continued development and support of Juvenile Hearing Boards, Drug Court and Truancy Courts.

Introduction and passage of An Act Relating to the Department of Corrections (Attachment D).

The Commission recommends passage of an act that enhances the responsibilities of the Department of Corrections in relationship to supervision of offenders placed on probation and released to the community.

The statutory language, which describes the responsibilities of the Department of Corrections and defines the role of probation, places an emphasis on public safety first.

Responsibilities of the Department of Corrections as contained in this act are:

- Contribute to public safety by holding offenders accountable to victims, to the community and to the court,
- Support the efforts of probationers to become responsible, productive and law-abiding members of society,
- Target supervision and rehabilitation through assessment of offenders,
- Enforce court orders,
- Identify risk to the community,
- Collaborate with the community and criminal justice system.

Topic 2. The terms and conditions of employment and powers of Probation and Parole Officers, including specific reference to non-standard hours, other labor and employment issues, and appropriate powers of arrest.

Problems: At present, Probation and Parole Officers in both DOC and DCYF work from 8:30 a.m. to 4:00 p.m. Monday through Friday, with very limited exceptions. The foundation of a community corrections approach is the availability of staff to work in the community at non-traditional times and in non-traditional settings. As

part of such changes in role, the Commission also believes that Probation and Parole Officers should exercise powers of arrest subject to careful regulation. Any such expansion of authority would necessitate additional training and preparation for staff, and negotiations between State and Union regarding changes in working conditions. Recently, two Adult Probation Officers made an unannounced home visit to a probationer. Upon arrival and entrance into the apartment, it was immediately noticed that the apartment wall displayed numerous knives. In addition, two pit bulls were present in the apartment. Staff also observed empty liquor bottles and a small bag of marijuana. The Providence Police Department was contacted. In this case if the Probation Officers had the authority, they would have been able to exercise powers of arrest. It is also a problem when the probationer absconds before police arrive.

Issues Relative to Powers of Arrest: The Directors of both DOC and DCYF are open to considering arrest powers under defined circumstances. Any staff authorized would have to complete and maintain appropriate training.

Considerable discussion occurred within the Subcommittee charged with reviewing possible authority to effectuate arrest. Significant issues to be further reviewed include:

- Scope of arrest authority.
 - ◆ Absconder/ outstanding warrant.
 - ◆ Observed violation of law without warrants.
 - ◆ Observed violation of probation or parole without warrants.
 - ◆ Staff on duty/ off duty.
 - ◆ Search and seizure procedures.
- Training issues.
 - ◆ Highly specialized initial training for each procedure approved.
 - ◆ On-going training necessary to maintain skill and knowledge.
- Related issues.
 - ◆ Staff Safety.
 - ◆ Transportation.
 - ◆ Need to link arrest powers to other developments within departments: targeting high risk offenders, locating within community settings, attaining workable caseloads, having reliable access to BCI/ NCIC information, etc.
 - ◆ Fiscal impact specific to development of arrest powers and associated training.

Recommendations:

It is the recommendation of the Commission that proposed legislation authorizes the Director of the Department of Corrections to promulgate rules and regulations defining arrest powers for at least some Adult Probation and

Parole officers. The rules and regulations should define scope of arrest authority, labor relation issues, training, and use of force.

Topic 3. The establishment and enforcement of conditions of probation, with specific references to the role of the Attorney General in making probation recommendations and enforcement by the court when violators are presented (mandatory counseling, drug testing and so forth).

Problems: A major concern identified is that issues not listed in the current conditions of probation often need to be addressed to insure public safety. Examples include counseling, substance abuse or mental health treatment. For instance, a probation officer may discover that a probationer has a substance abuse problem. If it is not a condition of probation, there is little the officer can do to require treatment.

Issues: Discussion in the subcommittee and the Commission focused on a more effective system that would allow Probation Officers to make reasonable additional recommendations to the Conditions of Probation. The goal of the commission was to strike a balance between the orders of the court and the discovery by probation of a public safety issue. The question raised is whether the conditions of probation imposed by the court could be flexible to allow for probation officers to make recommendations. For example if the probationer violated their condition of probation by failing to attend counseling as ordered by the Probation Officer, should this person go through an administrative review by the Department? If the Department concurs that there was a violation, the court in a normal violation hearing process could then hear the violation.

Recommendations:

Conditions of Probation – enhance the establishment and enforcement of conditions of probation, and enforcement by the court when violators are presented (Attachment E)

The Commission recommends the following changes (in bold) be made to the Adult Probation and Parole Conditions of Probation subject to discussion with the courts:

- **Not violate any federal, state and/or local laws; and shall comply with all applicable Court orders; and notify Probation within 48 hours of any arrest, summons or questioning by law enforcement personnel.**
- Comply with directives for contact with Probation in the manner and at such time and place as instructed by my Probation Officer, **including entry into any premises where I may reside.**
- **Comply and cooperate in any medical and/or psychological evaluations, examinations, tests and/or counseling my**

probation officer recommends. Any recommendations shall be subject to administrative review by the Department.

- **Not own, possess, receive, or transport any firearm, ammunition, explosive device, or dangerous weapon as defined in Chapter 11-47 of the General Laws if my probation is based on any felony, or if my probation is based on a misdemeanor charge involving firearms, explosives or dangerous weapons.**
- **Remain within the State of Rhode Island, except with the prior approval of the Court and/or Probation and in accordance with provisions of the Interstate Compact for the Supervision of Parolees and Probationers.**
- **Notify Probation immediately of any change of address, telephone numbers or employment. Inform Probation of my whereabouts and activities as required.**
- **Make every effort to keep steadily employed, attend school and/or attend vocational training.**
- **Waive extradition from anywhere in the United States to the State of Rhode Island if I am required to appear in any Rhode Island Court.**
- **Fulfill any and all Special Conditions of Probation specified by applicable statute and/or ordered by the sentencing Court.**

With court approval allow the Probation Officer to recommend conditions.

The Commission recommends that probation officers have the discretion to adjust conditions of probation to a judge's sentence. Any person placed on supervised or unsupervised probation in the Superior or District Courts of Rhode Island is subject to conditions of probation. Adult Probation is charged with the supervision of offender activities, including monitoring and compliance with the conditions of probation. In order to enhance supervision of probationer activities and to provide the public with an added level of protection, the recommendation is made to give authority to Probation Officers to implement such conditions as necessary to effectuate the Order of the Court.

This recommendation was discussed at length with representatives of the District and Superior Courts. In addition, the recommendation was discussed at a meeting of the justices of the Superior Court. While the

judges understood the rationale for the Commission's support of this recommendation and expressed an appreciation for the demands that the criminal justice system places on probation officers, the Superior Court judges unanimously supported a motion indicating that they did not support this enhanced authority for probation officers. The Chief Judge of the District Court remained open to the possibility of this enhanced authority for District Court probation. It is anticipated that there will be further discussion with the Court system and the Commission on this recommendation.

Allow Probation to prepare a Probation Violation report and present the violation report directly to the Court to request that a felony warrant be issued.

Issuing of a felony warrant for a technical violation can take several weeks. In order to expedite this process, it is recommended that Probation prepare the violation report. The probation staff would present the violation report, which would include evidence to support violation directly to the court. Probation would then present the violation report directly to the Court to request that a warrant be issued. Since Probation Officers do not have arrest powers, the Fugitive Task Force, as well as other law enforcement agencies would then take the warrants for execution.

In order for probation to enhance its effectiveness and hold probationers accountable, there must be a quick turnaround time between the violation and the presentment before the Court on the violation. For example, at the present time, for those offenders placed on Parole, a process similar to this recommendation is already in place. If a parolee violates his/her parole, the Fugitive Task Force is contacted by Parole. The Fugitive Task Force, or local law enforcement then effectuates the arrest of the parolee.

A Memorandum of Understanding should be drawn up between the Superior Court, Fugitive Task Force, and Department of Attorney General as a means to effectuate the warrants once they are issued. The Department of Attorney General will be responsible for prosecuting any violations.

Sex Offender Counseling

The Commission also endorses amending Rhode Island General Law 11-37.1 entitled "Sex Offender Registration". **The Commission recommends that any person required to register as a sex offender pursuant to the provisions of the statute be required to participate in sex offender counseling treatment as a condition of their probation.** Costs for counseling and/or treatment shall be the responsibility of the offender based

upon ability to pay. The court may waive this requirement only after a finding by the court that such counseling is not necessary.

Topic 4. Appropriate caseloads and specialized types and levels of probation with specific reference to ranking probationers by risk for more intensive supervision.

Problems: Adult Probation and Parole currently does not supervise cases according to established levels of risk, levels of supervision, and contact standard. Standards have not been able to be implemented at present due to the size of the caseloads throughout Adult Probation and Parole.

Issues:

- Given the number of cases and the relative shortage of resources, Probation has to make difficult choices regarding how to allocate resources. The 12,000 cases, which are within the Minimum Supervision Unit, are assigned for reasons such as probationers completing their Special Conditions of Probation. Other reasons for non-supervision include probation holds, warrants and banked misdemeanor cases.
- The Sex Offender Unit and Domestic Violence Unit are two areas in which Probation has been able to implement supervision levels.
- Most case management systems around the country have established levels of supervision based upon risk to re-offend.

Recommendations:

The Department of Corrections will implement Levels of Supervision that will be determined through use of validated and reliable risk/needs assessment instrument and reflect heightened Conditions of Probation.

A manageable caseload size will be the key to implementation of levels of supervision within Adult Probation and Parole. The Commission recommends establishment of four levels of supervision based upon assessed risk:

Level of Risk /Supervision	Preferred Caseload	Maximum Caseload
Intensive	25	35
High	50	60
Medium/Standard	100	150
Low	150	200

A valid and reliable risk/needs assessment instrument will need to be expanded in order to classify offenders into these different levels of supervision. Adult Probation and Parole has recently initiated use of the Level of Service Inventory – Revised. This risk assessment instrument is only in place in Providence Superior Court and has limited use in effectuating a case plan due to high caseloads.

Adult Probation and Parole should continue the Minimum Supervision Unit for offenders who pose low risk and/or low need.

Topic 5: Identify possible funding sources available to support probation and parole function.

Problems: Current probation and parole resources are not adequate to provide for an appropriate level of public safety in Rhode Island communities.

Issues: Given the high caseload ratio and lack of resources, Adult Probation and Parole has not been able to adopt a pro-active community supervision approach similar to Safe Streets or the Sex Offender Unit. Issues discussed relating to a pro-active community supervision approach included:

- Promoting public safety
- Offender accountability
- Neighborhood based supervision
- Promoting community partnerships

Offenses of many of those on probation have become progressively more serious and repetitive:

- Approximately 7,728 offenders convicted of a violent offense
- Approximately 921 offenders indicted for a sex offense

Recommendations:

In order to effectuate the necessary enhancements to Probation and Parole, the Commission recognizes that caseload numbers would suggest staffing levels as proposed in the RIDOC Five Year Plan and DCYF Plan to Strengthen Juvenile Probation. However, recognizing fiscal constraints, the Commission recommends FY 2003 funding for implementation of geographic based unit in Providence and enhancements to targeted supervision of sex offenders (Attachment A).

Specific recommendations for Fiscal Year 2003 include:

- Expansion of Sex Offender Unit: Statewide
- Implementation of Community Based Probation in
 - ◆ Providence

The proposal would entail additional staffing of fourteen Probation Officers, two Supervisors and two Senior Word Processing Typist. Personnel costs, office space and operating expenses would total approximately \$504,737 for the last quarter of FY 2003 with a specific area targeted. There is a priority of teamwork with local agencies and potential grant funding for projects and initiatives.

Topic 6: Training for probation and parole

Problems: There is a need to develop an ongoing training program for Probation and Parole Officers. There has been a lack of training in areas such as legal standards, policy and procedure and specialized training.

Issues: The subcommittee addressed the lack of a training procedure in place for Probation and Parole Officers at the start of employment. It was determined that a training program must be set up for new staff, as well as the need for continuing education for those currently working within probation and parole.

The subcommittee reviewed training manuals from other jurisdictions within probation and parole to use as a basis for recommendations to the Commission.

In the area of continuing education, it was noted that probation and parole officers are not always aware of the provisions of newly enacted legislation. It was suggested that the continuing education plan be modeled after the Attorney General's Professional Development Series, which are training seminars that are mandatory and required on an annual basis.

Recommendations:

The Department of Corrections will develop standard training practices for all staff within probation and parole.

There is a clear need for the enhancement of training in probation and parole. As adult and juvenile probation begin to re-define their mission training methods in place may also need to change. There should be intensive and ongoing training in a variety of areas such as conflict management, leadership skills, team building and decision -making. There will be a need for training in the new technologies such as computers, criminal history information, Internet, and mobile communications that are an integral component of the probation officer's day to day work.

Training is essential for new staff in policies and procedures, general laws relating to probation and parole and overview of each of the components of probation and parole such as the specialized programs. New probationers should be teamed to older experienced probation officers for a period of time (mentoring). It is recommended that Adult Probation and Parole continue with its recently initiated orientation training for new Probation and Parole Officers. It should be noted that pre-service and in-service training has begun since the Commission identified the issue.

Training will be needed in areas such as cultural diversity, case management planning as well as working with probationers with mental health, substance abuse issues. Specialized training and consultation relating to monitoring and treating sex offenders needs to continue. It is recommended that Adult Probation and

Parole continue with its recently initiated monthly training to staff on specialized topic areas.

As probation becomes more community focused there will also be a need to develop a training curriculum in areas relating to probation officer safety. Training will need to be developed in areas such as conducting home visits, de-escalation techniques, anger- management and self- defense.

Topic 7: Technology and technical advancements that would facilitate better probation and parole supervision.

Problems: The full and efficient use of technology that is available for communication and offender accountability will become more important as Probation and Parole Officers work in the community. Probation and Parole Officers and Supervisors will need access to information 'around the clock'. At present, probation and parole is not prepared to ensure that staff is comprehensively equipped with current technology.

Issues: Technical support is as crucial to probation and parole as is the reduction in caseloads and infusion of resources. Issues addressed included:

- Sophisticated yet user-friendly management information systems to be utilized for information sharing, communication and the development of an effective case management plan.
- This shift will require an increased reliance on laptop computers (or their successors), pagers, radios, and cellular telephones as well as access to emergency technologies shall be required.
- The onset of technology will involve on-going training in the use of databases and management information systems.

Recommendations:

Enhance the full and efficient use of technology that is available for communication and offender accountability within Probation and Parole.

Community supervision cannot be effectively implemented without the right tools. In order to provide the timely exchange of information, access to criminal history information will need laptop computers in the field. Linkages to criminal history information (J LINK) as well as offender tracking systems that have been implemented in adult and juvenile probation are essential components in relationship to technology. There will be a need for expansion of this tracking system in order to ensure effective case management. Specific expansion includes urinalysis results, treatment compliance and linkages with treatment providers.

Additional technology options include digital systems, geographic information systems, global positioning and expanded use of electronic monitoring as a sanction. As an example, if a digital picture of each probationer was taken, it could be automatically sent to police. Global positioning systems have been seen to be an effective accountability and monitoring tool for high risk offenders and can be utilized to set up 'hot zones' that alert probation or law enforcement if a probationer has entered an area that is forbidden to them (school, victim address). Geographic information systems (mapping) can play an essential role in offender tracking, tracking of offender activity relating to crime and allocation of resources.

If probation's place of work is to be community based and to include non-traditional hours, an increased reliance on laptop computers or hand held computers, pagers, radios, and cellular phones must be considered.

IV. CONCLUSION

Enhancing the role of probation and parole will take several years to implement. Sustaining a long term commitment to reinvent the probation and parole system will require a restructuring in the way the job gets done, infusion of new resources and effective collaboration throughout the criminal justice system and community. This Commission report is the first step in this process. The Commission will have a continuing role in implementing and evaluating the recommendations set forth in this report. The continuing role will ensure economy in the distribution of services and provide the analysis needed to provide for the public's safety.

**Rhode Island Department of Corrections
Adult Probation and Parole**

Expansion of Sex Offender Unit: Statewide Intensive Coverage

RATIONALE: Sex offenders residing in the community demand close monitoring and services in order to meet public safety concerns. Probation's Sex Offender Unit (SOU) has proven its value in watching these offenders closely, enhancing accountability, and providing a quick response to infractions. The Courts and Attorney General's office are aware of our work and are being supportive by providing appropriate court orders, which enhance our efforts with offenders. The unit works very closely with treatment providers in making sure much needed services are provided and also works with victims and victim service providers in the monitoring of offenders special conditions. Statewide expansion of the SOU is a high priority for expansion in Probation and Parole.

SEX OFFENDER UNIT: There are currently 921 sex offenders under generic supervision or specialized caseloads within probation. The vast majority of these offenders (818) are within generic caseloads that average 300 probationers per counselor. These cases are primarily felony cases (777 of 818). Statistics relating to sex offenders support the expansion of this unit with the following areas:

<u>Area</u>	<u># Sex Offenders</u>
• East Bay (Newport – East Providence) :	109
• Woonsocket :	67
• Pawtucket / Central Falls :	131
• Providence :	166
• Cranston / Kent County :	151
• South County :	77

CURRENT SOU: Presently the SOU consists of one Supervisor, four Probation Counselor II, and one Senior Word Processing Typist positions that are housed in the Bernadette Building in Cranston. The Unit covers cases in the Providence and Cranston/Johnston area only. Intensive supervision standards are followed closely and offenders are seen in the office, in their homes, place of employment, and in the community. The unit also coordinates services with law enforcement and Attorney Generals Office as needed. The unit in the community regularly surveys offenders who are felt to be at risk. Sex offenders residing outside the catchments areas covered by the SOU are assigned to generic caseloads of 300 where monitoring and services are lowered due to caseload responsibilities. Sex offenders within these high caseloads do not have home visits or near the standard of supervision as required within the Sex Offender Unit. This creates a continuing danger to the community which we feel should be addressed. Consultation and ongoing staff training is provided by an agency with expertise on sex offender counseling. Services provided include specialized assessments, group treatment, training, and case consultation.

NEW POSITIONS: In order to provide statewide intensive caseloads for sex offenders, enhance intensive coverage in current catchment areas, and support services we propose adding one (1) Supervisor, one (1) Senior Word Processing typist and ten (10) Probation Officers to the Sex Offender Unit in the following areas: Northern RI,

Pawtucket/Central Falls, Kent County, Newport, East Bay, and Washington County as well as expansion within Providence, Cranston areas. This expansion would meet the following objectives:

- Provide statewide coverage for serious offenders;
- Closer monitoring of sex offenders in an intensive mode;
- Increased protection in the community;
- Coordination with State Police and local law enforcement;
- Close contact with treatment agencies;
- Increased accountability;
- Compliance with sex offender registration statute
- Intensive caseload ratio 1:30

Statewide expansion of the Sex Offender Unit will allow for targeted supervision based upon level of risk / level of supervision. Sex Offenders within this unit will be those offenders determined to be high risk to re-offend and high need in terms of treatment. As such, their level of supervision will be with the Intensive-High Range. Offenders within this level of supervision is reserved for those offenders determined to pose likely risk to the community. Caseload size will be within the range of 1:30. The low caseload size enables Probation Officers to use such strategies as working in teams, maintaining surveillance, monitoring offender's activities, treatment compliance and reaching out to potential victims. For those offenders who are unwilling to make use of rehabilitative opportunities, the close monitoring and supervision allow Probation Officers to respond rapidly and early in the event of non-compliance. This also allows for pro-active coordination with law enforcement and the Attorney General's Office.

ADJUNCT PROGRAMMING:

Polygraph Testing of Sex Offenders

Polygraph testing has become an increasingly important adjunct in the monitoring and treatment of sex offenders. Polygraph testing at assessment and at regular intervals can aid the probation counselor and the treatment team in assessing risk levels of the sex offender. It also has the ability to impact significantly on the denial that sex offenders bring into their supervision and treatment. Polygraph testing is being included in other state's sex offender programming and used consistently to good use.

We advocate that the sex offender should be required to pay for the test where possible but the high cost can be prohibitive to many offenders. We propose that monies be provided in the budget to provide for testing of indigent offenders and to augment the cost of testing where required. We would like to be able to make polygraph testing an integral part of our Sex Offender Unit. A budgetary commitment by the DOC would allow us to pursue this needed element with the courts requesting they add this as part of the conditions of probation. By utilizing this tool with child molesters we will be able to assess when an offender is relapsing and provide treatment or outside control which will greatly enhance the public safety and increase our credibility in the community.

OPERATIONAL EXPENSES:

OFFICE SPACE: This must be considered an issue for any staffing expansion in Probation and Parole. Existing space accommodate the proposed staff increase. Office space would be needed within each of the expansion areas. Office space will be allocated within the communities where offenders reside.

START-UP AND OPERATING EXPENSES: Start up costs includes office furniture, computers, copy machine, telephones (office and cell), and reimbursement for mileage and office supplies. Ongoing costs include office supplies, postage, and telephone service.

COMPUTERS: Computers / workstations will be required for each Probation Officer. Computers are essential in relationship to criminal history information, verification of warrants as well as case management. The expansion of the unit will require an additional workstation for the SWPT. Printers will also be needed.

RHODE ISLAND DEPARTMENT OF CORRECTIONS
Adult Probation and Parole

Community – Based Probation-Providence

RATIONALE: While the threat to public safety has mushroomed, the nature of supervision has decreased in intensity as a result of probation carrying one of the highest caseloads in the country. The average caseload per probation counselor is approximately 1:300. This high caseload clearly has an impact on public safety in relationship to monitoring of offenders, drug testing, home visits, linkage with RIDOC concerning discharge planning, compliance with conditions of probation and treatment linkages.

Adult Probation and Parole does not supervise cases according to levels of risk, levels of supervision and contact. In order to respond to those offenders who pose a likely risk of harm to the community we propose to implement community based probation within Providence.

Recommendation to institute community-based probation is based upon 1) number of offenders residing in the area; 2) type of offense:

CITY	#Prob/Parole	Violent	Sex Offenders	B&E	Drug	Non Violent
Providence	6,522	2,069	134	302	2,162	1,695

Community-based probation staff would comprise of Adult Probation and Parole Officers whose caseload would consist of those offenders requiring closest scrutiny, accountability and intervention. This 'targeted supervision' would be based upon level of risk, level of need, conditions of probation, current offense, criminal history. The level of risk / needs would be determined through the Level of Services Inventory – Revised. The assessment of risk of harm to the community helps determine offenders' level of supervision, specific case objectives, and progress. The risk / needs assessment instrument which is utilized incorporates in-depth interviewing, information gathering, verification, record checks, victim contacts. The 'profile' that emerges is utilized for assigning supervision levels. The Level of Service Inventory assesses dynamic and static risk to re-offend categories such as criminal history, educators / employment, family / marital, substance abuse, friends involved in crime, attitude / orientation, emotional / personal issues. Supervision levels for community-based probation are as follows, which will allow for manageable caseload sizes:

For those offenders supervised within this unit, level of supervision would range from Intensive to High. Intensive supervision will be utilized for those offenders determined to pose the highest immediate risk to community safety. Examples within this category are violent offenders whose lack of compliance, treatment or threatening behavior requires the closest intervention and accountability. This low caseload size allows for unannounced home visits in teams, monitoring offender activities, victim contact. High supervision is for offenders who are establishing a record treatment, accountability and compliance. Standard supervision is for those offenders treatment compliant, but still

require compliance with conditions of probation. Lower caseload size based upon risk would allow:

- Closer monitoring of offenders in an intensive mode;
- Close contact with treatment agencies;
- Increased accountability;
- Intensive / High caseload level ratio of 1:75;
- Increased protection in the community;
- Probation Officers working in the neighborhoods;
- Probation Officers working non-traditional hours (late afternoon, evenings, weekends);
- Partnerships with victim services, law enforcement, Neighborhood organizations.

Probation Officers and location would be within neighborhood sites within Providence. Targeted in particular are those urban areas with a high concentration of criminal activity, posing a high risk to community members. The Probation Officers assigned to these areas are expected to be familiar with the neighborhood, its residents, its trouble spots and centers of activities. Similar to 'community policing' staff will not concentrate only on offenders, they will make themselves visible with community organizations, victim organizations.

NEW POSITIONS: In order to implement community-based probation for offenders, we propose adding one (1) Probation Supervisor, four (4) Probation Officers and one (1) Senior Word Processing Typist.

OPERATIONAL EXPENSES:

OFFICE SPACE: This must be considered as a significant issue for any staffing expansion in Probation and Parole. Existing space accommodate the proposed staff increase. Office space would be needed within each expansion area. Staff will be located within the areas where offenders reside.

START-UP AND OPERATING EXPENSES: Start-up costs include office furniture, computers, copy machine, telephones, and reimbursement for mileage. On-going costs include office supplies, postage and telephone service.

COMPUTERS: Laptops will be required for each Probation Officer. The expansion of this unit will require an additional workstation for SWPT and Supervisor.

**RI Department of Corrections
Probation & Parole Expansions**

FTE	FY 2003 - 3 Months of Operation	FY 2004 - Annual Costs
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Sex Offender Supervision Expansion

Salary	12.0	123,374	515,614
Fringe Benefits		54,829	238,300
Operating		107,650	229,732
Equipment		24,000	0
	12.0	309,853	983,646

Community-based Supervision Expansion

Salary	6.0	64,814	270,832
Fringe Benefits		28,075	121,900
Operating		63,796	135,437
Equipment		38,200	0
	6.0	194,885	528,169

504,737	1,511,815
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RI Department of Corrections
 Probation & Parole Expansion Proposals
 FTE Additions

Sex Offender Supervision Expansion

	Total FTEs	FY 2003				FY 2004	
		Salary	Fringe	3 Mos- Salary	3 Mos- Fringe	Salary	Fringe
Probation & Parole Supervisor	1.0	70,828	24,548	17,707	6,137	73,963	26,403
Senior Probation & Parole Counselor	0.0	0	0	0	0	0	0
Probation & Parole Counselor II	0.0	0	0	0	0	0	0
Probation & Parole Counselor I	10.0	390,400	178,360	97,600	44,590	407,970	194,000
Probation & Parole Aide	0.0	0	0	0	0	0	0
Senior Word Processing Typist	1.0	32,268	16,407	8,067	4,102	33,681	17,897
	12.0	493,496	219,315	123,374	54,829	515,614	238,300

Community-based Supervision Expansion

	Total FTEs	FY 2003				FY 2004	
		Salary	Fringe	3 Mos- Salary	3 Mos- Fringe	Salary	Fringe
Asst Admin. - Probation & Parole	0.0	0	0	0	0	0	0
Probation & Parole Supervisor	1.0	70,828	24,548	17,707	6,137	73,963	26,403
Senior Probation & Parole Counselor	0.0	0	0	0	0	0	0
Probation & Parole Counselor II	0.0	0	0	0	0	0	0
Probation & Parole Counselor I	4.0	156,160	71,344	39,040	17,836	163,188	77,600
Probation & Parole Aide	0.0	0	0	0	0	0	0
Senior Word Processing Typist	1.0	32,268	16,407	8,067	4,102	33,681	17,897
	6.0	259,256	112,299	64,814	28,075	270,832	121,900

Total	18.0
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271,092

1,146,646

RI Department of Corrections
Probation & Parole Expansion Proposals
Operating Costs

	First Year Costs	3 Months in FY 2003	FY 2004 Costs
Sex Offender Supervision Expansion			
▪ Contracted services			
Technician services for computers - \$15,000	15,000	3,750	15,000
Software development and programming - \$45,000	45,000	11,250	45,000
Polygraph testing - 150 tests @ \$440 per test	66,000	16,500	67,320
	126,000	31,500	127,320
▪ Training and Testing			
Staff training costs	10,000	2,500	10,000
	10,000	2,500	10,000
▪ Equipment costs			
Desktop computers w/ software @ \$1,900 each	22,800	22,800	
Printers @ \$600 each	1,200	1,200	
Servers @ \$25,000 each		0	
	24,000	24,000	0
▪ Operating costs per person			
Office supply costs @ \$500 per FTE	6,000	1,500	6,120
Telephone equipment and lines @ \$400 per FTE	4,800	1,200	4,896
Telephone charges @ \$200 per FTE	2,400	600	2,448
Mileage reimb. @ \$400 per caseload/supervisory FTE	4,400	1,100	4,488
Licensing fees - Oracle software	20,000	20,000	20,400
Maintenance fees - monitoring system			
Rental costs - 250 gross sf per FTE @ \$14/sf	42,000	10,500	42,840
Rental electricity/heating/cooling costs @ \$2.50/sf	7,500	1,875	7,650
Copier rental/lease costs	3,500	875	3,570
Office furniture and filing equipment @ \$3,000 per FTE	36,000	36,000	
	126,600	73,650	92,412
	286,600	131,650	229,732

	First Year Costs	3 Months in FY 2003	FY 2004 Costs
Community-based Supervision Expansion			
▪ Contracted services			
Technician services for computers - \$15,000	15,000	3,750	15,000
Software development and programming - \$45,000	45,000	11,250	45,000
Level of Service Inventory (risk-needs assessment)	17,650	4,413	17,650
	77,650	19,413	77,650
▪ Training and Testing			
Staff training costs	10,000	2,500	10,000
	10,000	2,500	10,000
▪ Equipment costs			
Desktop computers w/ software @ \$1,900 each	11,400	11,400	
Printers @ \$600 each	1,800	1,800	
Servers @ \$25,000 each	25,000	25,000	
	38,200	38,200	0

RI Department of Corrections
Probation & Parole Expansion Proposals
Operating Costs

	First Year Costs	3 Months in FY 2003	FY 2004 Costs
▪ Operating costs per person			
Office supply costs @ \$500 per FTE	3,000	1,000	3,060
Telephone equipment and lines @ \$400 per FTE	2,400	2,400	2,448
Telephone charges @ \$200 per FTE	1,200	400	1,224
Mileage reimb. @ \$400 per caseload/supervisory FTE	2,000	667	2,040
Licensing fees - Oracle software	10,000	10,000	10,200
Maintenance fees - monitoring system			
Rental costs - 250 gross sf per FTE @ \$14/sf	21,000	7,000	21,420
Rental electricity/heating/cooling costs @ \$2.50/sf	3,750	1,250	3,825
Copier rental/lease costs	3,500	1,167	3,570
Office furniture and filing equipment @ \$3,000 per FTE	18,000	18,000	
	64,850	41,883	47,787
	190,700	101,996	135,437

ADULT PROBATION AND PAROLE STATISTICS

ADULT PROBATION AND PAROLE BY CITY AND TOWN

ADULT PROBATION AND PAROLE SPECIALIZED SUPERVISION STATUS: DOMESTIC VIOLENCE AND SEX OFFENDER

The report pertaining to Adult Probation and Parole by City and Town lists offense type by most serious offense. As an example if a probationer were convicted of manslaughter and breaking and entering, the probationer would be listed within the violent offense category only as violent offense is the most serious of the two charges.

The report pertaining to Adult Probation and Parole by Specialized Unit lists the number of sex offenders and domestic violence offenders indicted. In this report we wanted the numerical number of probationers convicted of a sex offense or domestic violence offense whether it was the most serious or not.



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PROBATION & PAROLE ANALYSIS

September 6, 2001

PROBATION & PAROLE POPULATION FILE:

The following analysis represents the probation and parole population on August 30, 2001. The Department's MIS Unit queried the Probation and Parole Tracking System database to produce a data extract file which identified a total of 26,182 offenders active on probation or parole on that day. This file represents a "snapshot" of the probation and parole population on a given day; it does not, therefore, reflect a flow of probation and parole offenders.

In analyzing the data, limitations were identified as it relates to the data source (Probation & Parole Tracking System). Despite these limitations, the information provided should be reflective of the probation and parole population.

This analysis is intended to provide detailed information of the probation and parole population by the last known city/town of residence.

- The attached chart depicts the probation and parole population, as of August 30, 2001, by the city/town of last known address. For each city/town the following information is provided: the number on probation or parole on August 30, 2001 and a breakdown by supervision type, gender, and offense type.
 - Supervision type is divided into two categories; active supervision and supervision suspended. Active supervision includes those offenders who are currently maintaining regular contact with a Probation Counselor, either face to face or via telephone. These offenders must report to a Probation Counselor on a regular basis. Offenders who fall under supervision suspended are not reporting to a Probation Counselor on a regular basis. They have an active warrant issued for their arrest, have been deported, have been court ordered to be unsupervised, are "banked" because they have been trouble free for an extended period of time, are currently incarcerated, or are currently awaiting transfer to from one caseload to another.
 - The breakdown of offenders by gender and offense type may not add to the total number identified on probation or parole for that city/town due to missing data. At the time of this analysis, various fields in the Tracking System contained missing data and result in categories not adding to the total. Overall, the amount of missing data by city/town is fairly minimal, thus it should have little or no impact on the data presented in the chart.

- The attached chart illustrates 22,946 of the 26,182 offenders on probation or parole on August 30, 2001. The remaining 3236 offenders are divided between three categories; Probation Hold cases, Deported cases and Interstate cases. At the time of this analysis there were, 1934 offenders who were incarcerated and identified as Probation Hold cases. The majority of those cases are superior court cases (1923); 75 females and 1,848 males. The remaining 11 cases are district court cases; 6 females and 5 males. Due to their status, their residence upon release is unknown at this time and could not be included in this analysis.

Additionally, at the time of this analysis there were 383 offenders (15 females, 366 males, 2 unknown) who are identified in the Tracking System as active but they have been deported. Thus, they do not reside in the State of Rhode Island at this time.

The offenders identified as Interstate cases (919) are those offenders who were sentenced on charges in Rhode Island, but are currently being supervised in another State. Thus, they are not supervised by any Rhode Island probation or parole counselor and do not impact their caseloads. At the time of this analysis, there were approximately 74 additional cases, that were pending interstate transfer. Those cases are included in the analysis, since they were being supervised by a Rhode Island counselor at the time of this query.

Rhode Island Department of Corrections
Adult Probation and Parole
Residence by City/Town as of August 30, 2001

CITY/TOWN	# on Probation / Parole	Supervision Type		Gender		Offense Type						
		# Active Supervision	# Supervision Suspended	# Female	# Male	Violent	Sex	B & E	Drug	Non-Violent	Pending Verification	
Warrington	55	36	19	9	46	14	2	6	21	12	0	
Rock Island	14	5	9	2	12	3	0	1	3	7	0	
Providence	187	155	32	26	161	66	8	10	43	59	1	
Warrillville	243	174	69	40	203	95	11	12	40	81	1	
Central Falls	772	408	364	129	640	271	25	32	205	224	8	
Marletstown	85	58	27	10	75	31	10	5	11	27	1	
Conventry	411	276	135	63	348	143	27	16	74	147	1	
Wanston	1,086	727	359	181	904	374	31	75	248	347	4	
Wumberland	280	177	103	42	238	111	6	16	63	81	1	
East Greenwich	117	71	46	26	91	38	6	3	18	50	1	
East Providence	756	546	210	120	636	271	30	34	198	208	7	
Wester	83	61	22	19	64	26	5	11	18	22	0	
Wester	36	24	12	2	34	15	1	0	7	13	0	
Wester	77	66	11	12	65	22	4	2	12	35	1	
Wopkington	37	21	16	3	34	14	4	2	2	15	0	
Wamestown	49	39	10	10	39	17	1	4	13	13	1	
Wohnston	431	296	135	68	363	167	25	22	85	124	2	
Wncoln	150	94	56	28	121	49	6	10	25	58	1	
Wttle Compton	23	18	5	8	15	8	0	1	7	7	0	
Widdletown	215	178	37	25	189	82	5	12	65	48	2	
Worth Kingston	268	186	82	47	221	98	16	16	48	86	2	
Worth Providence	507	356	151	91	416	165	21	37	121	156	0	
Worth Smithfield	98	72	26	11	87	41	9	5	19	23	1	
Warragansett	162	107	55	22	140	63	3	11	37	48	0	
Wewport	752	607	145	130	622	281	35	29	239	160	2	
Wawtucket	2,163	1,277	886	391	1,769	829	85	95	548	550	29	
Wurtsmouth	129	105	24	13	116	38	8	5	42	32	1	

Rhode Island Department of Corrections
Adult Probation and Parole
Residence by City/Town as of August 30, 2001

CITY/TOWN	# on Probation / Parole	Supervision Type		Gender		Offense Type						
		# Active Supervision	# Supervision Suspended	# Female	# Male	Violent	Sex	B & E	Drug	Non-Violent	Pending Verification	
Providence	6,522	3,310	3,212	1,276	5,235	2,069	134	302	2,162	1,695		53
02905	748	396	352	146	601	249	11	28	271	183		3
02907	1,268	613	655	263	1,001	391	20	56	438	345		8
02908	966	521	445	207	758	326	25	43	303	251		10
02909	1,498	823	675	315	1,180	491	31	65	457	427		7
other	1,191	712	479	224	965	398	31	71	350	317		7
missing	851	245	606	121	729	214	16	39	343	171		18
Richmond	94	68	26	12	82	31	5	9	21	28		0
South Kingston	144	97	47	26	118	62	5	13	28	33		3
Scituate	97	65	32	14	83	28	5	6	16	41		0
Smithfield	160	121	39	15	145	62	9	6	31	50		0
Tiverton	126	105	21	16	110	49	8	9	30	29		1
West Greenwich	52	32	20	2	50	18	0	1	6	24		1
West Kingston	24	17	7	2	22	11	0	1	4	8		0
West Warwick	754	499	255	130	624	276	44	43	139	241		3
Wakefield	74	54	20	16	58	28	0	7	13	25		1
Warren	173	132	41	35	138	53	9	17	47	45		1
Warwick	1,238	791	447	186	1,050	418	45	68	272	409		4
Westerly	390	258	132	56	334	138	24	22	65	134		5
Woonsocket	1,342	972	370	229	1,112	537	58	80	301	345		7
Out of State	2,073	496	1,577	299	1,771	492	50	131	612	698		43
Missing	497	191	306	90	398	124	14	35	112	100		5
*Total:	22,946	13,348	9,598	3,932	18,979	7,728	794	1,222	6,071	6,538		194

*This total does not include 1,934 Probation Hold Cases (offenders incarcerated at the ACI or in another State), 383 offenders deported or 919 Interstate Cases (RI probation or parole offenders who are being supervised by another State).

Additionally, data for zip codes in the city of Providence represent a breakout of the Providence totals.



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PROBATION & PAROLE ANALYSIS

September 14, 2001

PROBATION & PAROLE POPULATION FILE:

The following analysis represents the probation and parole population on August 30, 2001. The Department's MIS Unit queried the Probation and Parole Tracking System database to produce a data extract file that identified a total of 26,182 offenders active on probation or parole on that day. This file represents a "snapshot" of the probation and parole population on a given day; it does not, therefore, reflect a flow of probation and parole offenders.

In analyzing the data, limitations were identified as it relates to the data source (Probation & Parole Tracking System). Despite these limitations, the information provided is reflective of the probation and parole population.

An earlier analysis, completed on September 6, 2001, described the **entire** Probation and Parole population by providing detailed information by the offenders' last known city/town of residence. The current analysis is intended to highlight two specific offense types: domestic violence offenders and sex offenders.

At the time of this analysis, various fields in the Tracking System contained missing data including the field identifying the city/town of the offenders' last known address. Those offenders are included under the city/town category "missing". Overall, the amount of missing data by city/town is fairly minimal, thus it should have little or no impact on the data presented in the chart.

CASES EXCLUDED FROM THE ANALYSIS:

- Of the 26,182 offenders on probation or parole on August 30, 2001, 4,863 were identified as either sex offenders or domestic violence offenders based upon the current offense(s). The attached charts illustrate 4,472 of these offenders. The remaining 391 offenders, not included in the charts, are divided between four categories; Probation Hold cases, Deported cases, Bail Supervision cases and Interstate cases.
 - At the time of this analysis there were 240 of the 391 excluded offenders incarcerated and identified as Probation Hold cases. The majority of those cases are superior court cases (238). The remaining 2 cases are district court cases. Due to their status, their residence upon release is unknown at this time and could not be included in this analysis.
 - There were 36 offenders who are identified in the Tracking System as active but they have been deported. Thus, they do not reside in the State of Rhode Island at this time.

- There were 10 cases characterized as Bail Supervision cases. There are offenders whose case has yet to be adjudicated. Thus, they are not included in the charts.
- The remaining offenders (105) were identified as Interstate cases. These offenders are sentenced on charges in Rhode Island, but are currently being supervised in another State.

CASES INCLUDED IN THE ANALYSIS:

- The attached charts depict 4,472 offenders on probation and parole, as of August 30, 2001, by the city/town of the offenders' last known address. The chart is separated by two categories: Sex offenders and Domestic Violence offenders.
- Offenders were selected based upon the charges for which they are currently being actively supervised by probation and parole. An offender is included in the charts if he/she has at least one charge characterized as a sex offense or a domestic violence offense. This offense is not necessarily the most serious offense for which they are currently supervised. However, if an offender has both a domestic violence offense and a sex offense, the sex offense takes precedence and the offender is included on the sex offender chart and not the domestic violence chart.
 - An offender is characterized as a domestic violence offender if s/he is adjudicated of an offense for which there is an indication of a domestic relationship. For this analysis "violating a protective order" and "violating a restraining order" were also included as a domestic violence offense.
 - The number of domestic violence offenders may be underreported due to ill-defined charge code descriptions contained in the database. For many charges that were not defined as domestic charges until recently, we are unable to distinguish them as such unless they are currently on a caseload in the Domestic Violence Unit. Examples of these charges include "vandalism", "malicious damage" and "disorderly conduct". Any new cases entering the system are now distinguished as a domestic relationship if one exists. However, the data contained in the system at the time of this analysis contained many cases for which this distinction was not defined and those cases were assigned to a generic caseload.
 - Offenses for which an offender is characterized as a sex offender include any offense indicated as such by the charge code description maintained in the database.
- Each category is divided between offenders supervised by a specialized unit (i.e. the Sex Offender Unit or the Domestic Violence Unit which strictly supervise offenders having those charges) and those supervised by generic caseloads (those caseloads that supervise a wide variety of offenders). Of the total 4,472 cases analyzed 1,319 were under specialized supervision and 3,153 were under generic supervision.
 - At the time of this analysis, both the Domestic Violence Unit and the Sex offender Unit were accepting cases for supervision under certain criteria. The only cases accepted into the Domestic Violence Unit are misdemeanor cases, where the offender is male and the victim is a female partner. On rare occasions a felony case may be supervised if the person was previously assigned through a misdemeanor case and obtained an additional felony charge.

- For a case to be accepted into the Sex Offender Unit, the offenders must reside in Providence, Cranston, Johnston, North Providence, Scituate or Foster and be required to register with the police as a sex offender. The Unit will also supervise offenders with no permanent address upon release from the ACI until such address is obtained. Additionally, the Unit supervisor may consider the seriousness of the offense, the circumstances of the offense, the number of victims, and orders of sex offender treatment. At this time the Sex Offender Unit will supervise all child molestation cases in the target areas described above.
- For each supervision type the crime is further defined by the case type. Those three categories include felony status, misdemeanor status and interstate status.
 - Cases identified as interstate cases are being supervised by Rhode Island Probation Counselors, but the offender was adjudicated in a State other than Rhode Island. For those cases (45) we are unable to identify whether they are felony or misdemeanor cases so they are reported separately as Interstate.
 - If an offender has more than one crime, the most serious crime is represented in the charts. Thus, a person having a misdemeanor case and a felony case is counted under the felony column. There were 2,190 felony cases and 2,237 misdemeanor cases.

Rhode Island Department of Corrections

Adult Probation and Parole

Domestic Violence and Sex Offenders by City/Town and Specialized Supervision status
as of August 30, 2001

CITY/TOWN of Offenders last known address	Sex Offenders						Total
	Specialized Supervision			Generic Supervision			
	Felony Cases	Misdemeanor Cases	Interstate	Felony Cases	Misdemeanor Cases	Interstate	
Barrington	0	0	0	2	0	0	2
Block Island	0	0	0	0	0	0	0
Bristol	0	0	0	9	0	1	10
Burrillville	0	0	0	16	0	0	16
Central Falls	1	0	0	29	2	0	32
Charlestown	0	0	0	10	1	0	11
Coventry	1	0	0	25	0	2	28
Cranston	9	0	0	24	2	0	35
Cumberland	0	0	0	6	0	0	6
East Greenwich	1	0	0	5	0	0	6
East Providence	0	0	0	32	1	1	34
Exeter	1	0	0	5	0	0	6
Foster	1	0	0	1	0	0	2
Glocester	0	0	0	4	0	0	4
Hopkington	0	0	0	4	0	0	4
Jamestown	0	0	0	1	0	0	1
Johnston	12	0	0	15	0	0	27
Lincoln	0	0	0	5	0	1	6
Little Compton	0	0	0	0	0	0	0
Middletown	0	0	0	6	0	0	6
North Kingston	0	0	0	16	1	1	18
North Providence	7	0	0	16	0	0	23
North Smithfield	1	1	0	8	0	0	10
Narragansett	0	0	0	4	0	0	4
Newport	0	0	0	37	0	1	38
Pawtucket	2	1	0	92	2	2	99
Portsmouth	0	0	0	9	0	0	9
Providence	54	0	0	108	1	3	166
Richmond	0	0	0	6	0	0	6
South Kingston	0	0	0	6	0	0	6
Scituate	2	0	0	3	0	1	6
Smithfield	0	0	0	9	1	0	10
Tiverton	0	0	0	10	0	0	10
West Greenwich	0	0	0	0	0	0	0
West Kingston	0	0	0	0	0	0	0
West Warwick	1	0	0	42	2	3	48
Wakefield	0	0	0	2	0	0	2
Warren	0	0	0	9	0	1	10

Rhode Island Department of Corrections

Adult Probation and Parole

Domestic Violence and Sex Offenders by City/Town and Specialized Supervision status
as of August 30, 2001

CITY/TOWN of Offenders last known address	Sex Offenders						Total
	Specialized Supervision			Generic Supervision			
	Felony Cases	Misdemeanor Cases	Interstate	Felony Cases	Misdemeanor Cases	Interstate	
Warwick	1	0	0	50	2	2	55
Westerly	1	0	0	27	0	3	31
Woonsocket	0	1	0	64	1	2	68
Out of State	3	0	0	46	0	1	50
Missing	2	0	0	14	0	0	16
*Total:	100	3	0	777	16	25	921

*This total does not include 240 Probation Hold Cases (offenders incarcerated at the ACI or in another State), 36 offenders deported or 105 Interstate Cases (RI probation or parole offenders who are being supervised by another State).

Additionally, 10 Bail Supervision cases are not included as they are not currently adjudicated offenders.

Rhode Island Department of Corrections

Adult Probation and Parole

Domestic Violence and Sex Offenders by City/Town and Specialized Supervision status
as of August 30, 2001

CITY/TOWN of Offenders last known address	Domestic Violence Offenders						Total
	Specialized Supervision			Generic Supervision			
	Felony Cases	Misdemeanor Cases	Interstate	Felony Cases	Misdemeanor Cases	Interstate	
Barrington	0	0	0	4	4	0	8
Block Island	0	0	0	0	1	0	1
Bristol	0	0	0	12	27	0	39
Burrillville	0	15	0	9	10	0	34
Central Falls	1	66	0	43	30	1	141
Charlestown	0	0	0	5	11	0	16
Coventry	0	27	0	18	28	0	73
Cranston	3	50	0	53	40	0	146
Cumberland	0	30	0	14	15	0	59
East Greenwich	0	4	0	4	5	0	13
East Providence	1	6	0	49	73	2	131
Exeter	0	1	0	6	3	0	10
Foster	0	1	0	0	3	1	5
Glocester	0	2	0	3	1	0	6
Hopkinton	0	0	0	3	6	1	10
Jamestown	0	0	0	3	5	0	8
Johnston	2	16	0	16	19	1	54
Lincoln	1	7	0	5	9	0	22
Little Compton	0	0	0	0	5	0	5
Middletown	0	0	0	20	25	0	45
North Kingston	0	1	0	12	27	0	40
North Providence	3	28	0	20	30	2	83
North Smithfield	0	9	0	6	4	0	19
Narragansett	0	0	0	12	14	0	26
Newport	0	1	0	49	85	0	135
Pawtucket	7	174	1	145	119	3	449
Portsmouth	0	0	0	10	12	0	22
Providence	40	375	0	395	89	6	905
Richmond	0	0	0	5	9	0	14
South Kingston	0	0	0	14	14	0	28
Scituate	2	4	0	1	5	0	12
Smithfield	0	11	0	2	5	0	18
Tiverton	0	0	0	8	26	0	34
West Greenwich	0	6	0	1	1	0	8
West Kingston	0	1	0	2	1	0	4
West Warwick	2	63	0	36	54	0	155
Wakefield	0	1	0	5	6	0	12
Warren	0	0	0	15	23	0	38

Rhode Island Department of Corrections
Adult Probation and Parole
Domestic Violence and Sex Offenders by City/Town and Specialized Supervision status
as of August 30, 2001

CITY/TOWN of Offenders last known address	Domestic Violence Offenders						Total
	Specialized Supervision			Generic Supervision			
	Felony Cases	Misdemeanor Cases	Interstate	Felony Cases	Misdemeanor Cases	Interstate	
Warwick	1	78	0	50	53	0	182
Westerly	0	0	0	19	43	1	63
Woonsocket	8	106	0	105	56	0	275
Out of State	5	51	0	35	68	1	160
Missing	0	5	0	23	15	0	43
*Total:	76	1,139	1	1,237	1,079	19	3,551

*This total does not include 240 Probation Hold Cases (offenders incarcerated at the ACI or in another State), 36 offenders deported or 105 Interstate Cases (RI probation or parole offenders who are being supervised by another State).

Additionally, 10 Bail Supervision cases are not included as they are not currently adjudicated offenders.

**Prepared for Consideration by
The Special Legislative Commission to Study
An Enhanced Role for Probation and Parole**

**RI Department of Corrections
Submitted: January 23, 2001**

RHODE ISLAND DEPARTMENT OF CORRECTIONS

ADULT PROBATION & PAROLE

Five Year Plan

I. Introduction

The Rhode Island Department of Corrections is responsible for overseeing the population of criminal offenders in the state. The public and policy-makers are likely to think of this responsibility first in terms of the offenders who are incarcerated. While these are unquestionably some of the most serious offenders and their custody and control require intensive resource allocations, it is essential to recognize that the vast majority of offenders are in fact located within the community. Currently 3345 inmates are housed at the Adult Correctional Institution, while almost 24,000 adult offenders are on probation or parole. Their offenses run the gamut from minor misdemeanors to violent felonies. Some have served time in prison and have parole and/or probation upon release; some are placed on probation by the courts in lieu of a prison sentence.

The resources available to Adult Probation & Parole -- staffing, offices and equipment, training, and general budget support -- have not kept pace with the increases in offender population. During the past two decades, the number of Probation & Parole Counselors (PO's*) has grown from 34 to 67 (an increase of 97%). During the same time period, however, the population of offenders on parole and probation has increased approximately 253%: from 6,690 to 23,600.

Furthermore, the offenses of many of those on probation have become progressively more serious and repetitive. As a result, while the threat to community safety has mushroomed, the nature of the supervision provided by Adult Probation & Parole has actually decreased in intensity. The average caseload size from 1981 is not available but it has grown to approximately 300 today, among the highest caseloads in the nation.

The effectiveness of offender supervision has been severely impacted. Staff have by necessity become office-bound, and tasks are concentrated on tracking paperwork, covering court, and responding to crises. Despite severe limitations, staff make efforts to maintain familiarity with individual offenders and their circumstances in order to achieve both the law enforcement and rehabilitation aspects of their mission.

The Special Legislative Commission to Study an Enhanced Role for Probation and Parole offers the opportunity to examine the status and needs of Adult Probation & Parole. (The Commission is also charged with review of Juvenile Probation & Parole in the Department for Children, Youth, and Families, which is not addressed in this report.) The Department of Corrections suggests a Five Year Plan to bring Adult Probation & Parole up to basic standards that would enable meaningful accountability for public safety. Included here are brief overviews of the current status of the agency (existing caseloads and supervision); a description of how the agency should work; and notes and projected resources needed to get from here to there.

*The present job classifications for staff carrying caseloads are Probation & Parole Counselor II and Senior Probation & Parole Counselor. It is anticipated that titles may change to Probation & Parole Officer (PO), which is reflected in this proposal. No substantive change in job classification, salary level or in Union representation is implied or assumed.

II. Current Status

The staff of Adult Probation & Parole is 105, 67 of whom are Probation & Parole Counselor II's and Senior Probation & Parole Counselors; 65 of these are the caseload positions.

As of August 2000, all cases open to the agency totaled 23,600. Of that total, 10,688 active cases were being supervised in generic caseloads (non-specialized caseloads of various felons, misdemeanants, or both). The average caseload size was 297.

Another 1,949 active cases were being supervised in 28 specialized caseloads, as follows:

Type of Specialized Caseload	Number of Caseloads	Average Caseload Size
Sex Offenders	3	38
Domestic Violence Non-Repeat Offenders	8	125
Domestic Violence Repeat Offenders	5	69
Parole	8	56
Electronic Monitoring Parole	2	37
Safe Streets (New Project)	2	4

Over half the total of probation cases are maintained in unsupervised status. Like many jurisdictions, Rhode Island has had to make decisions about how to prioritize scarce staff and budget resources. As a result, it is common practice here and elsewhere to maintain a substantial number of cases in unsupervised status. In Rhode Island, most of these are "banked" felony cases, meaning that after at least a year of compliance, they are considered relatively low risk and low priority, and no further supervision is being provided. Such cases are monitored in the Minimum Supervision Unit, and are generally reactivated for supervision only if a new felony charge is adjudicated. Some misdemeanor cases are also "banked" and held in local probation offices. Additional unsupervised cases in the Minimum Supervision Unit include Probation Holds (offenders are incarcerated with probation upon release) and Warrant Status (a warrant has been outstanding for a substantial period and the offender's whereabouts are unknown).

As of November 2000, the unsupervised categories numbered the following:

Type of Case	Number of Cases
Banked Felonies	6,459
Banked Misdemeanors	1,478
Probation Holds	2,263
Warrant Status	1,611
Total	11,811

Adult Probation & Parole currently does not supervise cases according to established levels of risk, levels of supervision, and contact standards. Such standards would be impossible to implement at present given the size of caseloads throughout the agency. (The handful of exceptions are those caseloads of restricted size in the Sex

Offender Unit and repeat offender caseloads in the Domestic Violence Unit.) Instead, administration supplies general guidelines to consider, including:

- Highest priority to sex offenders, violent offenders, domestic violence offenders, other community safety risks.
- The nature of the offense behavior, circumstances, and charges.
- The sentence imposed by the court and special conditions, if any.
- Offender compliance/ non-compliance.

Supervisors and PO's determine appropriate frequency and means of reporting, contacts with community agencies, and other monitoring depending on availability of time and resources.

Consultation projects already slated for 2001 (a Case Management Study and implementation of a standardized risk assessment instrument in a pilot unit) will assist in developing offender profiles, refining projected staffing needs, and identifying the means of implementing a full system of case management, risk assessment, levels of supervision, and contact standards.

III. How the Agency Should Work

Community corrections concepts in Probation & Parole recapture the fundamentals of an earlier age combined with state-of-the-art sophistication in technology, science, and social sciences. Community policing models have led the way in reviving use of beat cops, neighborhood precinct houses, police involvement in community activities, and a focus on neighborhood security.

In similar fashion, a Probation & Parole agency focused on a community corrections agenda locates its staff in neighborhood sites throughout the state. Targeted in particular are urban areas with a high concentration of criminal activity, posing a high risk to community members. The Probation & Parole Officers assigned to a given area are expected to be familiar with the neighborhoods, many of its residents, its trouble spots and centers of activity. Like beat cops, the Probation & Parole staff do not concentrate only on offenders: they make themselves visible and available; they seek out contacts with the elderly, with families, with young people; they meet with victim organizations and neighborhood watch groups; they respond to neighborhood issues and serve as a link to needed services. Input is sought from victims and family members in order to maximize their safety, consider their needs, and have as much information as possible regarding offender conduct.

Assessment of likely risk of harm to the community helps to determine each offender's level of supervision, specific case objectives and tasks, and progress. Risk assessment incorporates in-depth interviewing, information gathering, verification, record checks, and sometimes victim contacts. Such professional

evaluation is supplemented by use of a standardized risk assessment instrument that scores offense-related behavior, attitudes and needs. The profile that emerges is used as the basis for assigning supervision levels (covering a range from intensive to low, as well as unsupervised), ensuring that resources are directed where most effective for public safety.

Probation & Parole Officers supervise, monitor, and guide criminal offenders. They meet sometimes in an office for such focused work as setting and assessing behavioral objectives. At least as often, the Officers meet with the offenders and their families at home, at community service sites, or at social service agencies. Assistance to offenders is geared toward maximizing their potential to be productive, law-abiding members of the community. Offender accountability as well as rehabilitation efforts are furthered through pursuit of employment skills, drug treatment, batterers intervention, mental health treatment, and the like. Close collaboration between Probation & Parole and treatment providers ensures that individual offenders are offered appropriate opportunities to better themselves. Ultimately, the community is the beneficiary through reduced recidivism and mitigation of the effects of crime.

For those offenders who are unable or unwilling to make positive use of rehabilitation opportunities, the close monitoring and community presence enable Probation & Parole to intervene rapidly and early in the event of non-compliance. Here, coordination with other criminal justice entities is vital. Police and Probation & Parole benefit from sharing information and supporting each other's roles, and good work on the street means more successful prosecution in the courts. Action on a technical violation for failing to attend court-ordered counseling may mean that a sex offender is brought before the court before offending against a child. Courts that recognize the significance of technical violations may remove such an offender from the community or impose additional restrictions to be enforced by Probation & Parole.

In such a Probation & Parole agency, incoming professional staff go through a pre-service and on-the-job training program in which they learn basic policies and procedures, supplement their interviewing and assessment skills, and participate in orientation to the priorities and mission of the department. Through classroom teaching and on-site job shadowing, they experience what it means to make public safety their first priority: assessment of offender risk, assignment to appropriate levels of supervision, and case management decision-making that integrates awareness of victim and community issues. Remediation of harm done by offenders to individuals and to the community becomes a major focus of rehabilitation: securing restitution, community service, and other forms of restoration. The principles that form the foundation of work in specialized units – community-based supervision, public safety orientation, risk assessment, assigned levels of supervision, and coordinated community response – are adapted to case

management procedures in use throughout the agency. Manageable caseload size enables this model to become standard operating procedure.

On-going staff development and training ensures that professional staff are informed and skilled in the variety of disciplines that are involved in community corrections. All staff are trained in policies and procedures, skill development, and professional standards. Staff who are assigned to specialized agency units (such as the Domestic Violence Unit, Sex Offender Unit, Interstate, and Parole) are trained as experts in those offender areas and may serve as resource consultants to their colleagues regarding such areas as job placement, mental health, substance abuse, female offenders, victim services, and others. Additional staff development opportunities are provided through cooperative agreements with various community agencies, as well as through paid consulting and training contracts.

Probation & Parole professional staff would spend the majority of their time where it matters most: in the neighborhoods. Specialized functions such as court coverage and investigations may be delegated to designated units that would have full access to detailed and up-to-date case information. Numbers of support staff and administration would be proportional to the size and needs of the agency. Within the Department of Corrections, liaisons in each of several key units could be identified to work with Probation & Parole. These would be individuals familiar with the relevant issues in areas such as personnel, legal, budget, planning and research, policy, and computers and technology. Staff and administration would actively cultivate linkages with other departments, community agencies, and citizen organizations.

To help ensure that Probation & Parole is responsive to the needs and values of the community, an advisory board could be established. Suggestions for those invited to serve on the advisory board include representatives of the criminal justice community (Department of Corrections/ Probation & Parole, courts, Attorney General, police), social service providers (substance abuse, mental health, batterers intervention, community service agencies, job placement services, medical service providers), other community agencies and member groups (victim advocacy groups, neighborhood citizen organizations, cultural diversity representatives). The board would act as a forum for the exchange of information and concerns, and may suggest policy changes, program development, legislative initiatives, and other agency developments. The advisory board would also strengthen the active link between Probation & Parole and the community it serves on a day-to-day basis.

III. Graduated Levels of Supervision

We know much of what needs to be done by an effective Probation & Parole agency. The community corrections model and the principles of graduated supervision levels and graduated sanctions are well established within the field nationally and even internationally. The many studies of "what works" in probation and parole have concluded that neither rehabilitative efforts alone nor a law enforcement approach alone is nearly as effective in reducing recidivism and risk as an integrated, coordinated response.

Implementing targeted supervision with community responsiveness requires caseloads of a manageable size. There is no single established professional standard for caseload size, intensity of supervision or determination of offender risk, in part because such standards are always subject to local variations in resources, offender population, and public safety priorities.

Hard data specific to Rhode Island's needs should be forthcoming as part of the Department of Corrections consultation projects starting in 2001. However, approximate numbers can be projected based upon ranges common to other probation and parole agencies. Surveys of jurisdictions that do establish levels of supervision based on assessed risk indicate that four levels are commonly identified. Following are recommended caseload sizes for the risk levels (which can be variously named but are referred to here as Intensive, High, Medium, and Low):

Level of Risk/ Level of Supervision	Preferred Caseload Size per PO	Recommended Caseload Maximum per PO
Intensive	25	35
High	50	60
Medium (Standard)	100	150
Low	150	200

The distinction between Intensive supervision and High supervision is significant. Intensive supervision is reserved for offenders determined likely to pose the highest immediate risk to community safety. Examples might include child molesters, stalkers, and violent offenders whose lack of compliance, treatment progress, or threatening behavior requires the closest scrutiny, accountability and intervention. The very low caseload size enables PO's to use such strategies as working in teams, maintaining surveillance, monitoring offender activities, and reaching out to potential victims. High supervision is a category intended for high risk offenders who do not appear to pose such an immediate threat, or who are establishing a record of treatment, accountability, and other compliance. The majority of offenders, while requiring active supervision and rehabilitative efforts, can be assigned to a moderate level of supervision. (Note that the maximum recommended caseload for this level is still half the size of the average caseload in

Rhode Island). Offenders whose criminal behavior is non-violent and non-destructive, or who have maintained a substantial period of compliance with court orders, may be supervised in low risk caseloads.

The non-supervised or "banked" cases constitute another category, in which very large numbers of cases can be monitored by a relatively small number of staff. The Minimum Supervision Unit (MSU) fulfills this function in Rhode Island. Effective monitoring would realistically require significantly more than the two clerical staff positions assigned to the unit at present.

IV. Getting From Here to There

Comparison between the current status of Adult Probation & Parole in Rhode Island with the vision of what the agency should look like reveals a huge gap. Although the issues are complex, the basic need can be starkly identified as one of resources.

Fiscal realities and a natural "go-slow" tendency operate together to dictate gradual increases in staffing, work sites, program development, support technology, and other resource needs. This is to be expected, and is probably also beneficial to the planning process. At the same time, any changes in the agency must be undertaken with an understanding of key issues. Among the many considerations are the following:

- Extreme caution should be exercised to avoid a "quick fix" approach that adds programs or discrete units that are expected to carry the burden of progress for the agency without impacting the organization and delivery of the state's probation and parole services as a whole. New units and projects should be planned as part of an overall agency development strategy.
- Similarly, targeted resources (such as technology support and staff training) and/or changes in role (such as modifications of some or all staff/ agency powers) have a place, but will have limited or negative impact on the agency functioning as a whole if instituted in isolation. Sudden leaps in capability within very limited segments of the agency (such as sophisticated offender monitoring by computer and satellite) while the remainder of the agency struggles under excessive burdens (such as paper monitoring of 300 offenders on the average caseload) would set up a potentially destructive dynamic for staff, the judiciary, prosecutors, and offenders.
- Any and all increases in staff must be accompanied by development of added work sites. Current office locations – including those in courthouses and other public buildings and those leased for the Department – are at maximum capacity. Community based sites (multiple small offices in scattered locations rather than

large centralized sites) should be given preference, consistent with the community corrections model.

- The present training capability is inadequate. Agency planning should incorporate implementation of a meaningful level of pre-service and in-service training and staff development to meet basic needs and to assist staff in adapting to changing roles and functions.

V. Five Year Plan

In order to meet the basic standards of the Department of Corrections mission to provide for public safety, offender accountability, and rehabilitation, Adult Probation & Parole will need to increase significantly in size and resources. Preliminary projections provided to the Special Legislative Commission suggested that a starting point from which to consider enhancement of the agency might be an overall average caseload of 100. Such an average would enable implementation of a range of supervision levels, as well as statewide expansion of certain specialized caseloads (Sex Offender and Domestic Violence Units). This would represent a significant improvement over the current status of the agency and would bring Rhode Island closer to professional standards widely used within the field.

Herein is provided a more detailed look at how such numbers might break down into various caseload risk levels. Anticipated growth in offender population during the next five years is also taken into account. These figures suggest that a caseload average of 100 would require supervision levels that deviate from accepted standards, and would continue to compromise public safety.

Table 1 illustrates a projected distribution of the current actively supervised cases (approximately 13,600) if the agency today had a caseload average of 100 per PO (136 PO's). The numbers (or percentages) of cases likely to fall into each of the risk categories is not an identifiable objective quantity. Projections are based upon estimates and manipulation of the distribution of 136 PO's; other combinations are possible.

Table 1: Projected PO Staff to Create Caseload Average of 100

Level of Risk	% of Cases	# of Cases	Caseload Size	# Caseloads (PO's)
Intensive	10%	1400	40	35
High	15%	2025	75	27
Medium	50%	6750	125	54
Low	25%	3500	175	20
Total	100%	13,675		136

Average Caseload Size: 100

This projection would require a total of 136 PO's, along with a full complement of essential non-caseload staff as well (Supervisors, Aides, Senior Word Processing Typists, Administrators, and other support staff in the Department). At present, the total budgeted staff of the agency is 105, 65 of whom are PO's with caseloads.

By Fiscal Year 2006, with a projected growth rate in the offender population of 6% per year, the total number of cases under active supervision would be 17,000. By that time, a comparable distribution of cases with an average caseload of 100 would look like Table 2.

While such numbers represent progress over the current caseload average of nearly 300, they demonstrate that relatively few cases would be supervised at the Intensive and High levels, and that the caseload sizes in those categories would still exceed recommended maximums. (To maintain the respective recommended maximums of 35 and 60 would require reducing the number of such caseloads to a tiny portion of the offender population, while further increasing the size of Medium and Low Risk caseloads.) It should also be noted that the 12,000 cases now in non-supervised status (projected to be 16,000 in the year 2006) would remain unsupervised under these parameters. Active supervision of other cases would be improved over the present system, but would likely fall short of expectations for contributing to public safety.

Table 2: FY 2006 Projected PO's with Caseload Average of 100

Level of Risk	% of Cases	# of Cases	Caseload Size	# Caseloads (PO's)
Intensive	10%	1760	40	44
High	15%	2550	75	34
Medium	50%	8500	125	68
Low	25%	4200	175	24
Total	100%	17,010		170

Average Caseload Size: 100

If instead of an average caseload size of 100, projections are made based on the recommended caseload sizes for various levels of risk, then the agency should currently have a total of 176 PO's handling caseloads (see Table 3). To bring Adult Probation & Parole into conformance today would therefore require 111 PO's in addition to the 65 now managing probation and parole cases.

Table 3: Current Cases and Needed Caseloads

Level of Risk	% of Cases	# of Cases	Maximum Caseload Size	# Caseloads (P&P Officers)
Intensive	10%	1,360	30	45
High	20%	2,720	60	45
Medium	50%	6,800	100	68
Low	20%	2,720	150	18
Total	100%	13,600		176
Average caseload requirement:			77	

Rather than request a full complement of additional staff immediately, the following proposals are based on a five-year plan for growth. This is more realistic from a fiscal point of view, as well as organizationally. By 2006, it would be feasible to fully implement a system of targeted supervision levels, with incremental development in the interim.

The proposals project the needed caseloads if basic professional standards of supervision were to be implemented, and what the breakdown of such caseloads would look like in Fiscal Year 2006, anticipating growth in population (Table 4). Working back from there, Table 5 and Table 6 show proposed growth year by year, with numbers of Probation & Parole Officers in various types of caseloads. Other staff who would be needed, including Supervisors, Aides, Clericals, Administrators, and PO's in non-caseload positions, are listed in Table 7. Projected growth is somewhat front-loaded, with the first year being the largest single growth year.

Total numbers of cases supervised by Adult Probation & Parole reflect a projected increase of 6% per year. The total of actively supervised cases (17,000) does not include the categories of cases now unsupervised in the Minimum Supervision Unit; however, some of the proposed staff increases shown in Table 5 would enhance the monitoring capabilities of the MSU.

The percentage of cases likely to fall into the various levels of risk is an educated projection, subject to change as a standardized risk assessment instrument is implemented over time. The indicated levels of risk and respective caseload sizes reflect widely accepted categories and numbers as gleaned from other jurisdictions around the country, subject to variation based on resources and administrative decisions.

Table 4: FY 2006 Projected Cases and Needed Caseloads

Level of Risk	% of Cases	# of Cases	Maximum Caseload Size	# Caseloads (P&P Officers)
Intensive	10%	1,700	30	57
High	20%	3,400	60	57
Medium	50%	8,500	100	85
Low	20%	3,400	150	23
Total	100%	17,000		222
Average caseload requirement:			77	

Table 5 Projected Caseload Staff Requirement as of 2006

Level of Risk	Sex Offenders	Domestic Violence	Safe Streets	Drug Court	Parole	Generic (Felony & Misdmr)	Total Caseload Staff Required
Intensive	(4) + 12 = 16	(0) + 12 = 12	(2) + 6 = 8	(0) + 8 = 8	(3) + 10 = 13	0	57
High	(0) + 10 = 10	(5) + 12 = 17	0	0	(7) + 8 = 15	(0) + 15 = 15	(12) + 45 = 57
Medium	0	(8) + 10 = 18	0	0	0	(36) + 54 = 90	85
Low	0	0	0	0	0	Mixed with Medium	23
Total	(4) + 22 = 26	(13) + 34 = 47	(2) + 6 = 8	(0) + 8 = 8	(10) + 18 = 28	(36) + 69 = 105	222

Starting with the numbers of caseload positions as projected in Table 4 for Fiscal Year 2006, Table 5 breaks them down by level of risk and type of caseload. Existing types of specialized caseloads are indicated (Sex Offender, Domestic Violence, Safe Streets, Drug Court*, and Parole) with existing caseload staff as of January 2001 shown in parentheses (); two non-caseload PO positions are not reflected in the caseload numbers. Additional proposed caseloads are added, with the projected total for FY 2006. Two specialized units – Safe Streets and Drug Court – reflect modest increases during the time period shown as these are pilot projects with the potential for partial support through grant funding. Generic caseloads are those

with multiple types of offenders and offenses. Under the present system, some caseloads consist exclusively of felons or misdemeanants, while some are mixed. Existing generic caseloads straddle the Medium and Low Risk categories.

With 67 existing PO's, 65 of whom carry caseloads, a total of 157 NEW caseload positions would need to be added over the course of the next five (5) fiscal years, as shown in Table 6.

*Drug Court is anticipated to start on a pilot basis early in 2001. At present, one PO is slated to take a few cases for this project. Because the majority of the individual's time will be dedicated to the Sex Offender Unit and only a fraction to Drug Court (5 cases), the position is counted as being in the Sex Offender Unit rather than Drug Court.

Table 6. Planned Caseload Staff Additions by Year

	Total	Sex Offenders	Domestic Violence	Safe Streets	Drug Court	Parole	Generic
FY 2002	47	12	13	0	0	2	20
FY 2003	27	2	4	2	2	2	15
FY 2004	32	4	6	2	2	6	12
FY 2005	27	2	5	2	2	4	12
FY 2006	24	2	6	0	2	4	10
Total	157	22	34	6	8	18	69

This Five Year Plan proposal gives emphasis to the high risk Sex Offender and Domestic Violence Units, extending them statewide and allowing for reduction of caseload size in the Domestic Violence Unit (DVU); increases the other specialized units incrementally; and adds a large number of generic caseloads to enable ALL cases to be supervised according to graduated levels of risk by 2006.

The projected increases in Probation & Parole Officer ranks must of necessity be accompanied by increases in other types of non-caseload staff including Supervisors, non-caseload Probation & Parole Officers, Aides, clericals, and administration staff, as shown in Table 7. Such staffing is critical in order to provide the necessary support services and to continue to enable Probation & Parole Officers to attend to direct supervision duties in the community. Non-caseload PO's include those assigned to the Risk Assessment Unit (piloted as of February, 2001); the Minimum Supervision Unit (responsible for monitoring thousands of cases that receive little or no service or offenders are not available for supervision); the Adult Investigation Unit (pre-sentence reports); and the Interstate Compact office. Each of these areas will need to be expanded with PO's and Aides. Enhancing court coverage through

use of non-caseload PO's and Aides will further the ability of supervising PO's to attend directly to case management duties. Aides in all units perform vital functions in improving the efficiency of the agency by taking over non-professional and para-professional duties.

Table 7. Planned Non-Caseload Staff Additions by Year & Type

	Supervisors	PO's (Non-Caseload)	Aides	Clerical	Administration
FY 2002	8	4	10	10	1 HR Coordinator
FY 2003	5	6	8	6	1 Asst. Admin.
FY 2004	7	10	10	9	1 Personnel Aide 1 Compact Admin
FY 2005	5	4	8	6	1 Asst. Admin.
FY 2006	5	6	6	6	0
Totals: 144	30	30	42	37	5

Supervisor positions are projected based upon an approximate ratio of one per six to seven PO's (caseload and non-caseload positions). Clerical and Aide positions start with the same ratio, with added positions based upon administrative staff needs (Clericals) and multiple venues in which to assist professional staff (Aides).

VI. Estimated Costs

It is estimated that the addition of 47.0 Probation & Parole Counselor II/Parole Officer FTEs dedicated to address caseloads would cost approximately \$12.7 million with the highest costs (\$3.6 million) in FY 2002 because the largest addition of caseload staff is recommended in the first year of implementation.

For the 144.0 non-caseload FTE positions, it is estimated that adding these positions will cost an estimated \$9.6 million with the highest cost estimated in FY 2004.

Operating and equipment expenditures are also built into the cost table. Costs relating to training, contracted programming and technical services, and instrument fees have been included in the estimated operating costs. It is also assumed that beginning in FY 2003 and spanning into FY 2004, the Department will implement an electronic monitoring system to further assist in the monitoring of offenders. A total of \$250,000 is earmarked for this initiative. Other items that relate to staff, such as office space, computer equipment have also been incorporated into this proposal but

are based on the number of FTEs added within the given fiscal year. In total, the following personnel and operating costs are estimated by fiscal year.

Table 8: Estimated Costs by Fiscal Year

Fiscal Year	Positions	Added FTEs	Personnel and Operating Costs
FY 2002	Caseload Positions	47.0	3,584,339
	Non Caseload Positions	33.0	2,031,043
	Operating and equipment		1,344,000
FY 2002 Total		80.0	6,959,382
FY 2003	Caseload Positions	27.0	2,130,006
	Non Caseload Positions	26.0	1,672,707
	Operating and equipment		1,164,425
FY 2003 Total		53.0	4,967,138
FY 2004	Caseload Positions	32.0	2,611,403
	Non Caseload Positions	38.0	2,561,445
	Operating and equipment		1,288,950
FY 2004 Total		70.0	6,461,798
FY 2005	Caseload Positions	27.0	2,279,269
	Non Caseload Positions	24.0	1,660,904
	Operating and equipment		979,375
FY 2005 Total		51.0	4,919,548
FY 2006	Caseload Positions	24.0	2,095,810
	Non Caseload Positions	23.0	1,666,410
	Operating and equipment		932,375
FY 2006 Total		47.0	4,694,594
Total		301.0	27,998,962

Notes:

2. Assumes a yearly 3.5% COLA on salary
3. Assumes medical increases by 3% per year
4. Totals are non cumulating by fiscal year
5. See attachments for detailed listings by position titles and operating items.

VII. Final Note

It is clear that an expansion of Adult Probation & Parole such as that proposed here would have broad impact both within the Department of Corrections and elsewhere within the criminal justice system. Other units within the Department of Corrections -- including those dealing with training, planning, legal counsel, budget, personnel, computerization, and others -- will undoubtedly be affected. In addition, changes in incarceration rates and length of sentence could see an increase in demand (based

on violations, for example) and/or decrease (the courts and Parole Board may rely more on community supervision). Similarly, the courts, prosecutors, police, and community agencies could see changes both in what Probation & Parole seeks from them and in what they can expect from Probation & Parole. The proposed community advisory board is thus a key component.

The ultimate objective is to fulfill the mission assigned to the Department of Corrections and to Adult Probation & Parole. Enhanced community safety, offender accountability, and rehabilitative efforts are achievable.

**RI Department of Corrections - Adult Probation & Parole
Cost Summary of New Positions**

Fiscal Year	Title	Added FTE	Total Fringe per FTE	Total Salary and Fringe per FTE	Total Salary and Fringe Cost
FY 2002	Caseload Positions	47	19,860	76,263	3,584,339
FY 2002	Non Caseload Positions	33	93,561	347,016	2,027,544
FY 2002 Total		80	113,422	423,279	5,611,883
FY 2003	Caseload Positions	27	20,513	78,889	2,130,006
FY 2003	Non Caseload Positions	26	92,455	334,048	1,672,707
FY 2003 Total		53	112,968	412,937	3,802,713
FY 2004	Caseload Positions	32	21,187	81,606	2,611,403
FY 2004	Non Caseload Positions	38	114,951	416,925	2,561,445
FY 2004 Total		70	136,138	498,532	5,172,848
FY 2005	Caseload Positions	27	21,883	84,417	2,279,269
FY 2005	Non Caseload Positions	24	105,324	397,638	1,660,904
FY 2005 Total		51	127,207	482,055	3,940,173
FY 2006	Caseload Positions	24	22,603	87,325	2,095,810
FY 2006	Non Caseload Positions	23	81,359	295,225	1,666,410
FY 2006 Total		47	103,962	382,551	3,762,220
Totals		301	593,698	2,199,353	22,289,837

Notes:

1. Assumes all new positions will be at average salary with longevity and education included
2. Assumes a yearly 3.5% COLA on salary
3. Assumes medical increases by 3% per year
4. Totals are non cumulating by fiscal year

RI Department of Corrections
Program: Probation & Parole
Program Expansion Operating Costs by FY

Detailed Items	FY 2002 Costs	FY 2003 Costs	FY 2004 Costs	FY 2005 Costs	FY 2006 Costs
▪ Contracted services					
Technician services for computers - \$45,000	45,000	45,000	45,000	45,000	45,000
Software development and programming - \$125,000	125,000	125,000	125,000	125,000	125,000
	170,000	170,000	170,000	170,000	170,000
▪ Training and Testing					
Staff training costs	50,000	50,000	50,000	50,000	50,000
Risk assessment instrument fees	36,000	36,000	36,000	36,000	36,000
Polygraph testing fees - 150 offenders @ \$440 per test	66,000	66,000	66,000	66,000	66,000
	152,000	152,000	152,000	152,000	152,000
▪ Equipment costs					
Laptop computers w/ software @ \$3,400 each	187,000	108,800	132,600	108,800	98,600
Desktop computers w/ software @ \$1,500 each	37,500	31,500	46,500	28,500	27,000
Printers @ \$600 each	15,000	9,000	12,000	9,000	9,000
Servers @ \$25,000 each	50,000	50,000			
Kiosk monitoring system		150,000	100,000		
Licensing fees - Oracle software	25,000	25,000	25,000	25,000	25,000
Maintenance fees - monitoring system			35,000	35,000	35,000
	314,500	374,300	351,100	206,300	194,600
▪ Operating costs per person					
Office supply costs @ \$500 per FTE	40,000	26,500	35,000	25,500	23,500
Telephone charges and equipment @ \$400 per FTE	32,000	21,200	28,000	20,400	18,800
Mileage reimb. @ \$400 per caseload/supervisory FTE	22,000	12,800	15,600	12,800	11,600
Rental costs - 250 gross sf per FTE @ \$15/sf	300,000	198,750	262,500	191,250	176,250
Rental electricity/heating/cooling costs @ \$1.50/sf	30,000	19,875	26,250	19,125	17,625
Copier rental/lease costs	3,500	3,500	3,500	3,500	3,500
Office furniture and filing equipment @ \$3,500 per FTE	280,000	185,500	245,000	178,500	164,500
	707,500	468,125	615,850	451,075	415,775
	1,344,000	1,164,425	1,288,950	979,375	932,375

5,709,125

**RI Department of Corrections - Adult Probation and Parole
Cost of New Caseload Positions by Fiscal Year**

Fiscal Year	Title	Pay Grade	Added FTE	Average Salary	Total Fringe per FTE	Total Salary and Fringe per FTE	Total Salary and Fringe Cost
FY 2002	P&P Couns II	OC28 A	47	56,402	19,860	76,263	3,584,339
FY 2003	P&P Couns II	OC28 A	27	58,376	20,513	78,889	2,130,006
FY 2004	P&P Couns II	OC28 A	32	60,419	21,187	81,606	2,611,403
FY 2005	P&P Couns II	OC28 A	27	62,534	21,883	84,417	2,279,269
FY 2006	P&P Couns II	OC28 A	24	64,723	22,603	87,325	2,095,810
Totals			157	302,455	106,046	408,501	12,700,826

Notes:

1. Assumes all new positions will be at average salary with longevity and education included
2. Assumes a yearly 3.5% COLA on salary
3. Assumes medical increases by 3% per year
4. Totals are non cumulating by fiscal year

**RI Department of Corrections - Adult Probation and Parole
Cost of New Non Caseload Positions by Fiscal Year**

Fiscal Year	Title	Pay Grade	Added FTE	Average Salary	Total Fringe per FTE	Total Salary and Fringe per FTE	Total Salary and Fringe Cost
FY 2002	Probation & Parole Supervisor	OC32 A	8	69,184	22,430	91,614	732,911
FY 2002	Probation & Parole Counselor II (non caseload)	OC28 A	4	56,402	19,860	76,263	305,050
FY 2002	P&P Aide	O318 A	10	32,970	15,150	48,120	481,201
FY 2002	Sr Word Processing Typist	O312 A	10	27,815	14,114	41,929	419,292
FY 2002	Probation & Parole Administrator	139 A	1	67,083	22,007	89,090	89,090
FY 2002 Total			33	253,455	93,561	347,016	2,027,544
FY 2003	Probation & Parole Supervisor	OC32 A	5	71,605	23,172	94,778	473,889
FY 2003	Probation & Parole Counselor II (non caseload)	OC28 A	6	58,376	20,513	78,889	473,335
FY 2003	P&P Aide	O318 A	8	34,124	15,638	49,762	398,094
FY 2003	Sr Word Processing Typist	O312 A	6	28,789	14,565	43,354	260,124
FY 2003	Employee Relations Officer	128 A	1	48,698	18,567	67,266	67,266
FY 2003 Total			26	241,593	92,455	334,048	1,672,707
FY 2004	Probation & Parole Supervisor	OC32 A	7	74,112	23,939	98,051	686,358
FY 2004	Probation & Parole Counselor II (non caseload)	OC28 A	10	60,419	21,187	81,606	816,063
FY 2004	P&P Aide	O318 A	10	35,318	16,141	51,459	514,595
FY 2004	Sr Word Processing Typist	O312 A	9	29,797	15,031	44,828	403,448
FY 2004	Personnel Aide (Payroll processing)	119 A	1	37,237	16,527	53,764	53,764
FY 2004	Compact Admin	OC33 A	1	65,091	22,126	87,217	87,217
FY 2004 Total			38	301,974	114,951	416,925	2,561,445
FY 2005	Probation & Parole Supervisor	OC32 A	5	76,706	24,732	101,438	507,188
FY 2005	Probation & Parole Counselor II (non caseload)	OC28 A	4	62,534	21,883	84,417	337,669
FY 2005	P&P Aide	O318 A	8	36,555	16,661	53,215	425,723
FY 2005	Sr Word Processing Typist	O312 A	6	30,839	15,512	46,351	278,108
FY 2005	Asst. Adm P& P	1A38	1	85,680	26,536	112,216	112,216
FY 2005 Total			24	292,313	105,324	397,638	1,660,904
FY 2006	Probation & Parole Supervisor	OC32 A	5	79,390	25,551	104,941	524,708
FY 2006	Probation & Parole Counselor II (non caseload)	OC28 A	6	64,723	22,603	87,325	523,952
FY 2006	P&P Aide	O318 A	6	37,834	17,197	55,031	330,188
FY 2006	Sr Word Processing Typist	O312 A	6	31,919	16,008	47,927	287,562
FY 2006 Total			23	213,866	81,359	295,225	1,666,410
Grand Total			144	1,303,201	487,652	1,790,852	9,589,011

Notes:

1. Assumes all new positions will be at average salary with longevity and education included
2. Assumes a yearly 3.5% COLA on salary
3. Assumes medical increases by 3% per year
4. Totals are non cumulating by fiscal year

Strengthening Juvenile Probation and Parole

**Presentation to the Legislative
Commission to Study an Enhanced
Role for Probation and Parole**



**Rhode Island Department of
Children, Youth and Families
Division of Juvenile Corrections
March 13, 2001**

Community Juvenile Justice Vision

Creating a just and safe society where
community partnerships are restoring
hope by embracing a balance of
prevention, intervention, opportunity
and advocacy

Implement Community-Based Juvenile Justice Model - Principles

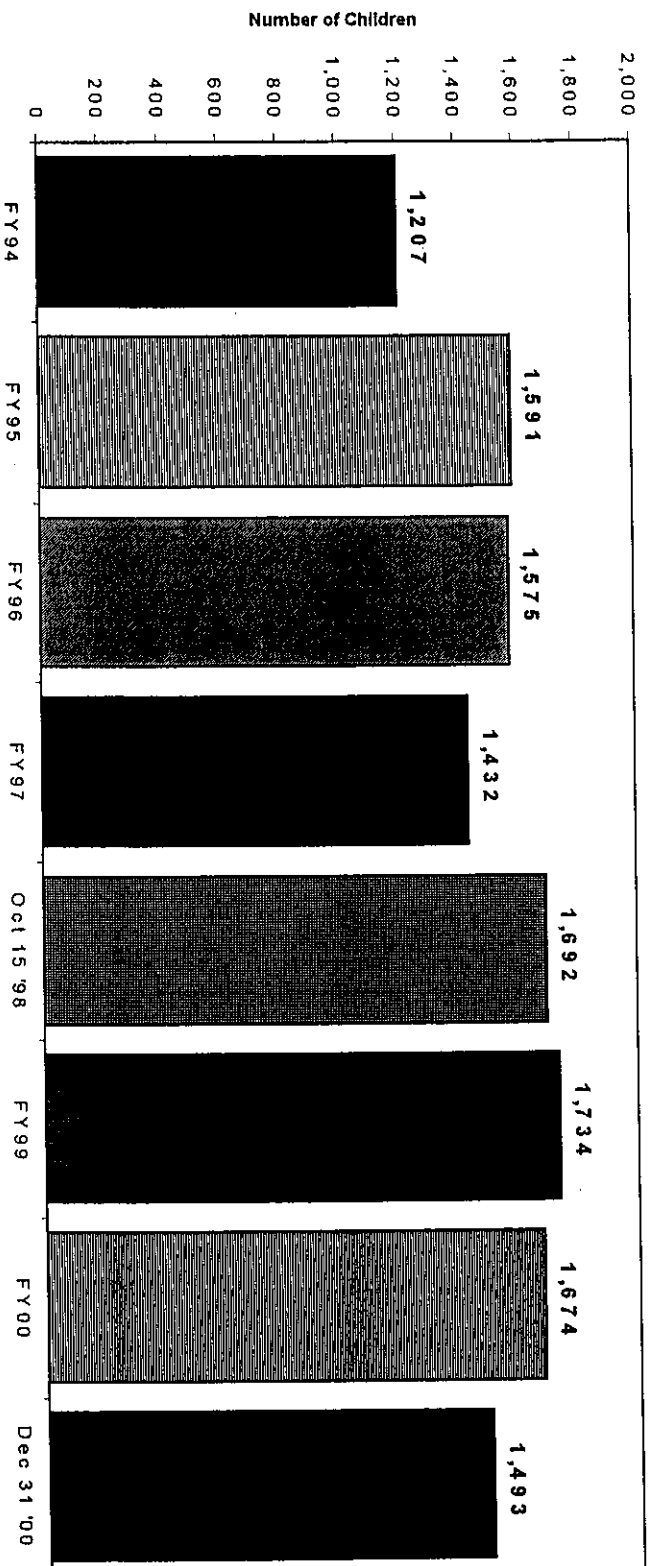
- All members of the community - victims, families and offenders - are the ultimate beneficiaries and partners of the Juvenile Justice System
- Crime is reduced by holding offenders accountable to their victims and their community and developing interventions that provide restorative justice and teach offenders social, emotional, academic and occupational competencies

Implement Community-Based Juvenile Justice Model - Core Values

- All members of the community are entitled to protection from juvenile offenders
- Juvenile offenders are more likely to become law abiding citizens when proven interventions are provided
- Interventions must include a balance of treatment and control proximate to the youth's community

Where We Have Been

R.I. Department of Children, Youth & Families
Juvenile Probation
Average Number of Cases



March 13, 2001

Probation and Parole Commission - Juvenile Probation

Where We Are Now

- December 2000: 1,470 probation/parole clients
- Overall decrease of 13% (216 cases) from December 1999
- Juvenile Parole Unit decreased by 20% (90 cases) from December 1999
- 245 clients in out-of-home placements
 - residential treatment (Ocean Tides = 70)
 - drug and sex offender treatment
 - group homes, foster care, shelters
 - independent living

March 13, 2001

Probation and Parole Commission - Juvenile Probation

Average Caseloads

December 2000

- Probation: 41
- Parole: 47
- Safe Streets: 17

Current Efforts to Achieve a Community Justice Model

- Expanded use of Temporary Community Placement Status
- Safe Streets Providence - collaboration among Adult Probation and Providence Police; community presence by probation during critical hours
- Aggressive recruitment and hiring of minority Probation & Parole Counselors

Current Efforts in Achieving a Community Justice Model (cont..)

- Youth New Futures and Day Reporting Center
- Improved transitional services from the RI Training School
 - Project HOPE
 - Community mentoring program

Current Efforts in Achieving a Community Justice Model (cont..)

- Juvenile Probation Staff prominently involved in Community Planning Teams at *Five Comprehensive Strategy Sites*
- Established substance abuse treatment program with transitional component at the RI Training School

Resocialization: Evidence-based Intervention and Treatment

- State of the art assessments of needs, strengths and risks
- Clear case plans that
 - Emphasize personal responsibility
 - Increase freedom in phases based on achieving individualized measurable goals and objectives
 - Hold youthful offenders accountable to demonstrate sustained competencies

Where We Go From Here Administration and Management

- Enhance services for young women offenders
- Develop standards based on American Probation and Parole Association (APPA) Best Practices
- Establish curriculum for Staff Training and Development
- Implement Continuous Quality Improvement Process
- Utilize computer mapping - identify geographic "hotspots" based on probationer and criminal activity

Where We Go From Here

Community Supervision

- **Study feasibility of one Probation Counselor for each youth throughout the system**
- **Re-validate current risk assessment tool**
- **Develop comprehensive assessment component**
- **Develop case profiles**
- **Establish contact standards**
- **Establish caseload forecasting model**
- **Review assignment of Offenders to Probation Caseload**
 - **Transfer policy between Probation Counselors and DCYF Social Workers**
 - **Convicted adults in Family Court**
 - **Transition from RI Training School to Probation**

Where Do We Go From Here Community Service & Support

- Expand community support and service system:
outreach and tracking
 - gang intervention
 - mentoring
 - substance abuse counseling
 - sex offender monitoring and treatment
 - employment services
 - family support services
 - mental health counseling
- Enhance early intervention and transitional services
for young women offenders

Where We Go From Here

Staff Recruitment and Retention

- **Formalize current outreach efforts to recruit minority Probation Counselors**
- **Negotiate a modified civil service exam**
- **Develop core staff training curriculum specifically tailored for Juvenile Probation and Parole Staff**
 - **New staff = 120 hours in first year**
 - **Veteran staff = 40 hours annually**

Where We Go From Here Community Partnerships & Linkages

- **Expand information sharing and collaboration with Police Departments throughout State**
- **Expand Safe Streets Model to all five (5) core cities**
- **Expand Day Reporting Centers to all five (5) core cities**
- **Support the continued development and enhancement of Juvenile Hearing Boards**
- **Support the expansion of Juvenile Drug Courts and Truancy Courts**

Where We Go From Here

Caseload Management

- Targeted Probation Supervisor to Probation Counselor Ratio: 1:8
- Targeted Probation Caseloads: 30
- Targeted Parole Unit Caseloads: 35
- Targeted Safe Streets Caseloads: 15

Estimated Cost* to Move to Preferred Probation Caseloads

Position	Pay Grade	Added FTE	Average Salary	Total Fringe Per FTE	Total Salary and Fringe Per FTE	Total Salary and Fringe Cost
Probation and Parole Supervisor	OC32A	1	\$69,184	\$22,430	\$91,614	\$91,614
Probation and Parole Counselor II	OC28A	5	\$56,402	\$19,860	\$72,262	\$381,315
Senior Word Processing Typist	O312A	1	\$27,815	\$14,114	\$41,114	\$41,114
					Total Cost	\$514,043

* Assumes FY2002 salary and benefit rates

March 13, 2001

Probation and Parole Commission - Juvenile Probation

Estimated FY 2003 Cost to Move to Preferred Probation Caseloads

Position	Pay Grade	Added FTE	Average Salary	Total Fringe Per FTE	Total Salary and Fringe Per FTE	Total Salary and Fringe Cost
Probation and Parole Supervisor	OC32 A	1	\$71,605	\$23,172	\$94,778	\$94,778
Probation and Parole Counselor II	OC28 A	5	\$58,376	\$20,513	\$78,889	\$394,445
Probation and Parole Aide	318	2	\$34,124	\$15,638	\$49,762	\$99,534
Senior Word Processing Typist	O312 A	1	\$28,789	\$14,565	\$43,354	\$43,354
					Total Cost	\$632,111

March 13, 2001

Probation and Parole Commission - Juvenile Probation

Addition Additional Program Expansion and Equipment Costs

Program/Equipment	FY2002	FY2003	FY2004	Total Program/ Equipment Costs
Day Reporting Center - Pawtucket/CF	\$ 350,000			
Day Reporting Center - Woonsocket		\$ 350,000		
Day Reporting Centers Newport			\$ 350,000	
2nd Day Reporting Center Providence			\$ 350,000	
3 Safe Streets Vehicles	\$ 45,000			
Annual Total:	\$ 395,000	\$ 350,000	\$ 700,000	\$ 1,445,00

01

STATE OF RHODE ISLAND
IN GENERAL ASSEMBLY
JANUARY SESSION, A.D. 2001

AN ACT
RELATING TO DEPARTMENT OF CORRECTIONS

Introduced By:

Date Introduced:

Referred To:

It is enacted by the General Assembly as follows:

SECTION 1. Section 12-18-1 of the General Laws in Chapter 12-18 entitled
“Probation” is hereby amended to read as follows:

12-18-1. Placement of offenders under director of corrections. — (a)

Probation is a sentence imposed by an authorized court for the commission of a crime
whereby an adjudicated adult criminal is released into the community under the

supervision of the department of corrections. A sentence of probation is a substitute for incarceration and is considered conditional liberty contingent upon the offender complying with orders of the court and the requirements of probation supervision.

It shall be the responsibility of the department of corrections and the adult probation and parole unit to contribute to public safety by holding probationers accountable to victims, to the community, and to the court; and to support the efforts of probationers to become responsible, productive and law-abiding members of society. To these ends, the department of corrections recognizes the desirability of targeting supervision and rehabilitation efforts through assessment of offenders, identification of varying levels of risk to the community, tendencies and enforcing court orders. Probation can be most effective in these efforts when working in collaboration with other entities in the criminal justice system and with service providers within the community, including representatives of victim and citizens' groups.

(b) At any time before sentence, it is lawful for any court in the state to provisionally place any juvenile or adult offender, who can lawfully be admitted to bail under the control and supervision of the director of corrections or the director's designee, or any probation officer the director designates. Whenever any offender is placed in the custody or under the control and supervision of the director or designee, or of any designated probation officer, the director or designee and probation officer have any may exercise the same rights and powers in relation to the offender as are or may be possessed by a surety on a recognizance.

SECTION 2. Sections 42-56-1, 42-56-7 and 42-56-10 of the General Laws in Chapter 42-56 entitled "Corrections Department" are hereby amended to read as follows:

42-56-1. Declaration of policy.— (a) The legislature finds and declares that:

(1) The state has a basic obligation to protect the public by providing institutional confinement and care of offenders and, where appropriate, treatment in the community for those offenders who are placed under the authority of the department by the courts and the parole board. It is a goal of the state to contribute to public safety through its supervision and rehabilitation efforts with those offenders who are released by the courts and the parole board into the community under the authority of the department;

(2) Efforts to rehabilitate and restore criminal offenders as law-abiding and productive members of society are essential to the reduction of crime, the prevention of crime and the amelioration of the effects of crime;

(3) Upgrading of correctional institutions and rehabilitative services deserves priority consideration as a means of lowering crime rates and of preventing offenders, particularly youths, first-offenders, and misdemeanants, from becoming trapped in careers of crime; and

(4) Correctional institutions and services should be so diversified in program and personnel as to facilitate individualized treatment.

(b) The purpose of this chapter is to establish a department of state government to provide for the custody, care, discipline, training, treatment and study of persons committed to state correctional institutions or on probation or parole, so that those persons may be prepared for release, aftercare, and supervision in the community.

42-56-7. Parole and probation.—The division of rehabilitative services, subject to the authority of the director, shall perform the functions relating to the parole and probation of adults as prescribed by chapter 18 of title 12, and under those rules and

regulations adopted by the director of corrections with the approval of the governor and the parole board in the executive department.

Through assignment, training and equipping of appropriate staff, the department of corrections shall be responsible for establishing and overseeing a range of services in the community, including probation and parole functions.

(1) Functions of probation.

(a) The department of corrections shall be responsible for supervising all probationers and offenders released into the community and placed under the authority of the department by the criminal courts.

(b) Such supervision shall be for the purpose of promoting public safety; holding offenders accountable to victims, the community and the court; and supporting the efforts of offenders to become responsible, productive and law-abiding members of society.

(c) The department shall endeavor to incorporate into its offender supervision the concepts of offender assessment, identification of varying levels of risk to the community, efforts to address offender needs that may impact on criminal tendencies and enforcement of court orders.

(d) The department recognizes the desirability of implementing a case management system that enables staff to target levels of supervision and rehabilitation efforts based upon offender risk and needs.

(e) In the interests of public safety and effective supervision and rehabilitation efforts, the department supports the concepts of community-based services. To the extent to which it is feasible, necessary and effective, supervision and rehabilitation of probationers shall be conducted by such means as office visits, home visits, collateral

contacts, service referrals, monitoring by offenders telephone contact, obligations and activities, support of appropriate offender employment or other productive activity, remediation of victim losses, cooperative exchange with law enforcement agencies, coordination of community resources and such other functions as shall be identified and authorized by the director of corrections.

(f) The department recognizes that the probation unit can be most effective in those efforts when working in collaboration with other entities in the criminal justice system and with services providers within the community, including representatives of victims' and citizens' groups.

(g) The department recognizes its responsibility to contribute to the prevention of crime and the amelioration of the effects of crime through involvement with community organizations, education efforts and prevention and early intervention programs.

(2) Functions of parole.

(a) The department of corrections shall be responsible for supervising all parolees released into the community under the authority of the department by the parole board.

(b) Such supervision shall be for the purpose of promoting public safety, holding offenders accountable to victims, the community and the parole board and supporting the efforts of offenders to become responsible, productive and law-abiding members of society.

(c) The department shall endeavor to incorporate into its offender supervision the concepts of offender assessment, identification of varying levels of risk to the community, efforts to address offender needs that may impact on criminal tendencies and enforcement of court orders and conditions of parole.

(d) The department recognizes the desirability of implementing a case management system that enables staff to target levels of supervision and rehabilitation efforts based upon risk and needs.

(e) In the interests of public safety and effective supervision and community-based services, to the extent to which it is feasible, necessary and effective, supervision and rehabilitation of parolees shall be conducted by such means as office visits, telephone contacts, home visits, collateral contacts, service referrals, monitoring of offender obligations and activities, support of appropriate offender employment or other productive activity, remediation of victim losses, cooperative resources and such other functions as shall be identified and authorized by the director of corrections.

(f) The department recognizes that the parole unit can be most effective in these efforts when working in collaboration with other entities in the criminal justice system and with service providers within the community, including representatives of victim and citizens' groups.

(g) The department recognizes its responsibility to contribute to the prevention of crime and the amelioration of the effects of crime through involvement with community organizations, education efforts and prevention and early intervention programs.

42-56-10. Powers of the director.—In addition to exercising the powers and performing the duties which are otherwise given to him or her by law, the director of the department of corrections shall:

(1) Designate, establish, maintain and administer those state correctional facilities that he or she deems necessary, and may discontinue the use of those state correctional facilities that he or she deems appropriate for that action;

(2) Maintain security, safety, and order at all state correctional facilities, utilize the resources of the department to prevent escapes from any state correctional facility, take all necessary precautions to prevent the occurrence or spread of any disorder, riot, or insurrection of any state correctional facility, including but not limited to the development, planning, and coordination of emergency riot procedures, and take suitable measures for the restoration of order;

(3) Establish and enforce standards for all state correctional facilities;

(4) Establish, maintain and administer the functions relating to probation and parole of adults as prescribed in this chapter, chapter 7 or 18 of title 12, and elsewhere in law as appropriate under such rules and regulations as may be adopted by the director of corrections with the approval of the governor.

(4) (5) Supervise and/or approve the administration by the assistant directors of the department;

(5) (6) Manage, direct, and supervise the operations of the department;

(6) (7) Direct employees in the performance of their official duties;

(7) (8) Hire, promote, transfer, assign, and retain employees and suspend, demote, discharge, or take other necessary disciplinary action;

(8) (9) Maintain the efficiency of the operations of the department;

(9) (10) Determine the methods, means, and personnel by which those operations of the department are to be conducted;

(10) (11) Relieve employees from duties because of lack of work or for other legitimate reasons;

~~(11)~~ (12) Establish, maintain, and administer programs, including, but not limited to, education, training, and employment, of person committed to the custody of the department, designed as far as practicable to prepare and assist each person to assume the responsibilities and exercise the rights of a citizen of this state;

(13) Recognize the desirability of implementing a case management system that is based on offender assessment, identification of varying levels of risk to the community, efforts to address offender needs that may impact on criminal tendencies, and enforcement of court orders and/or conditions of parole, probation and community confinement that enable staff to target levels of supervision and rehabilitative efforts based upon offender risk and needs.

~~(12)~~ (14) Establish a system of classification of persons committed to the custody of the department for the purpose of developing programs for each person;

~~(13)~~ (15) Determine at the time of commitment, and from time to time thereafter, the custody requirements and program needs of each person committed to the custody of the department and assign or transfer those persons to appropriate facilities and programs;

~~(14)~~ (16) Establish training programs for employees of the department;

~~(15)~~ (17) Investigate grievances and inquire into alleged misconduct within the department;

~~(16)~~ (18) Maintain adequate records of persons committed to the custody or placed under the authority of the department;

~~(17)~~ (19) Establish and maintain programs of research, statistics, and planning, and conduct studies relating to correctional programs and responsibilities of the department;

~~(18)~~ (20) Utilize, as far as practicable, the services and resources of specialized community agencies and other local community groups in the development of programs, recruitment of volunteers, and dissemination of information regarding the work and needs of the department;

~~(19)~~ (21) Make and enter into any contracts and agreements necessary or incidental to the performance of the duties and execution of the powers of the department, including, but not limited to, contracts to render services to ~~committed~~ offenders placed under the authority of the department and to provide for training or education for correctional officers, probation and parole personnel and other staff;

~~(20)~~ (22) Seek to develop civic interest in the work of the department and educate the public to the needs and goals of the corrections process;

~~(21)~~ (23) Expend annually in the exercise of his or her powers, performance of his or her duties, and for the necessary operations of the department those sums that may be appropriate by the general assembly; and

~~(22)~~ (24) Make and promulgate necessary rules and regulations incident to the exercise of his or her powers and the performance of his or her duties, including, but not limited to, rules and regulations regarding nutrition, sanitation, safety, discipline, recreation, religious services, communication, and visiting privileges, classification, education, training, employment, care, and custody for all persons committed to correctional facilities.

SECTION 3. Chapter 11-37.1 of the General Laws entitled "Sexual Offender Registration" is hereby amended by adding thereto the following section:

11-37.1-3.1. Sex Offender Counseling.— Any person required to register pursuant to the provisions of this chapter shall be referred to treatment and counseling to determine the need for sex offender therapy. If such need exists, the person shall be required to participate in sex offender counseling treatment as a requirement of his/her conditions of probation. Costs for counseling and/or treatment shall be the responsibility of the offender unless the court finds an inability to pay. This requirement may be waived by the court after a finding of fact by the court that such counseling is not necessary.

SECTION 4. This Act shall take effect upon passage.

**STATE OF RHODE ISLAND / DEPARTMENT OF CORRECTIONS
ADULT PROBATION AND PAROLE
CONDITIONS OF PROBATION**

NAME: _____ DOB: _____

DISPOSITION: _____

Probation Begins: _____

Case(s) No: _____
(Use separate form if needed to clarify cases with different disposition)

Judge: _____ Court: _____

I must obey the following Conditions throughout the term of my Probation **as directed by Probation. I shall:**

1. Not violate any federal, state and/or local laws; and shall comply with all applicable Court orders; and notify Probation within 48 hours of any arrest, summons or questioning by law enforcement personnel.
2. Comply with directives for contact with Probation in the manner and at such time and place as instructed by my Probation Officer, including entry into any premises where I may reside.
3. Comply and coordinate in any medical and/or psychological evaluations, examinations, tests and/or counseling my probation officer recommends. Any recommendations shall be subject to administrative review by the Department.
4. Not own, possess, receive, or transport any firearm, ammunition, explosive device, or dangerous weapon as defined in Chapter 11-47 of the General Laws if my probation is based on any felony, or if my probation is based on a misdemeanor charge involving firearms, explosives or dangerous weapons.
5. Remain within the State of Rhode Island, except with the prior approval of the Court and/or Probation and in accordance with provisions of the Interstate Compact for the Supervision of Parolees and Probationers.
6. Notify Probation immediately of any change of address, telephone numbers or employment. Inform Probation of my whereabouts and activities as required.
7. Make every effort to keep steadily employed, attend school and/or attend vocational training.
8. Waive extradition from anywhere in the United States to the State of Rhode Island if I am required to appear in any Rhode Island Court.
9. Fulfill any and all Special Conditions of Probation specified by applicable statute and/or ordered by the sentencing Court:

Limits of Confidentiality: Criminal adjudication is a matter of public record. Offender information may be shared with law enforcement entities and with individuals and/or agencies as appropriate for the fulfillment and monitoring of Conditions of Probation. Information indicating dangerous or illegal behavior is not considered confidential, and will be communicated to appropriate individuals, law enforcement authorities and/or Courts.

I have read the Conditions of Probation (or they have been read to me), they have been explained and I understand my obligations. Failure to follow each and every one of the Conditions of Probation could result in further Court action. If I violate my Probation, the Court could impose the sentence allowable by law.

PROBATIONER: _____

DATE: _____

WITNESS: _____

DATE: _____